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CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JANUARY 10, 1986

PART I - 1:30 P.M.

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Texidor del Portillo

Excused: Commissioner Munson  
Commissioner Powell

Commissioner Lee presided

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MINUTES: Regular Meeting of December 16, 1985

Action: Approve.

CLASSIFICATION MATTERS

1244-85 Request to amend the specification for Class 7203 Building and Grounds Maintenance Supervisor and to classify one budgeted position at San Francisco General Hospital. (Calendar Item No. 6)

Action: Adopt staff report.

1. Amend the specification for Class 7203 Building and Grounds Maintenance Supervisor. Class specification as detailed in the staff report.
2. Classify one position as budgeted in Class 7203 Building and Grounds Maintenance Supervisor (Sch. 54.8 \$1329B1611).
3. Amend Section 860100 of the Annual Salary Ordinance administratively.

1246-85 Classification of positions in various City departments. (Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
S.F. Community College District	1	1446 Secretary II (Sch. 42.2 \$731B882)	Same
	1	1424 Clerk Typist (Sch. 38.2 \$605B731)	Same
Public Health S.F. General Hospital	1	2323 Clinical Nurse Specialist (Sch. 57.3 \$1499B1818)	Same
	1	1675 Supervising Fiscal Officer (Sch. 61.6 \$1044B2242)	Same
	1	1654 Principal Accountant (Sch. 51.3 \$1125B1362)	Same
	1	2920 Medical Social Worker (Sch. 50.3 \$1073B1298)	Same
	1	2586 Health Worker II (Sch. 40.2 \$664B803)	Same



1246-85  
(cont.)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Health S.F. General Hospital (cont.)	1	2312 Licensed Vocational Nurse (Sch. 42.5 \$742B095)	Same
	1	2204 Dental Hygienist (Sch. 45.6 \$850B1037)	Same
	1	2202 Dental Aide (Sch. 42.1 \$728B070)	Same
	3	2624 Dietician (Sch. 47.9 \$956B1158)	Same
	2	2822 Health Educator (Sch. 51.0 \$1109B1342)	Same
	1	1840 Junior Management Assistant (Sch. 44.4 \$810B979)	Same
	1	2323 Clinical Nurse Specialist (Sch. 57.3 \$1499B1818)	Same
	4	2903 Eligibility Worker (Sch. 40.3 \$668B807)	Same
	6	2230 Physician Specialist (Sch. 64.2 \$2094B2545)	Same
	5	2210 Dentist (Sch. 62.7 \$1946B2365)	Same
	6	1424 Clerk Typist (Sch. 38.2 \$605B731)	Same
	1	2320 Registered Nurse (\$1200B1362)	Same
	16	2320 Registered Nurse (\$1200B1362)	Same
	5	2320 Registered Nurse (\$1200B1362)	Same
	1	2324 Nursing Supervisor (Sch. 56.2 \$1421B1723)	Same
Public Health Central Office	1	1656 Head Accountant (Sch. 55.3 \$1362B1650)	Same

Action: Adopt staff report.

1247-85 Review of requests for approval of proposed personal services  
contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
358-85/86	District Attorney	Myesha Jenkins
359-85/86	District Attorney	Andrew McGuire, The Trauma Foundation
360-85/86	Public Works	Caltrans District 4, Construction Branch
361-85/86	Public Works	Thomas J. Walker, Inc.





1247-85  
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
362-85/86	Public Works	LFM Management Systems Institute
363-85/86	Public Works	F.W. Associates, Inc.
364-85/86	Public Utilities Commission	Environmental Internship Program
365-85/86	Public Utilities Commission	Environmental Internship Program
366-85/86	Public Utilities Commission	Environmental Internship Program
367-85/86	Public Health	Norma Jacak, M.D.
368-85/86	Public Health	University of California, Berkeley
369-85/86	Public Health	Asian Woman's Health Center
370-85/86	Public Health	University of California
371-85/86	Public Health	Robert T.D. Watson
372-85/86	Public Health	Data Processing & Accounting Services
373-85/86	Public Health	S.F. Study Center, Inc.
374-85/86	Public Health	Phil-Am Optiks
375-85/86	Public Health	S.F. Hearing and Speech Center
376-85/86	Police	Robert F. Hicks, Ph.D.
377-85/86	Public Utilities Commission	Kuhn & Kuhn Industrial Energy Consultants & Carnot Associates
378-85/86	Public Utilities Commission	Call Co., Ltd.
379-85/86	Controller	The Ledger Domain
380-85/86	Controller	Northwest Systems Group
381-85/86	Controller	Thorn EMI Computer Software, formerly Evaluation and Planning Systems, Inc.
382-85/86	Public Health	Lee Ann Slinkard
383-85/86	Public Health	Health Management Systems, Inc.
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

COMPENSATION MATTERS

2389-85 Salary Standardization - Fiscal Year 1986-87. (Calendar Item No. 10)

Action: Adopt staff report. Post for two weeks; forward to the Board of Supervisors.



COMPENSATION MATTERS (cont.)

2390-85 Request for ten-hour shifts for Class 9222 Airport Operations Coordinator. (Calendar Item No. 7A)

Action: Adopt staff report; approve request.

EXAMINATION MATTERS

3366-85 Appeal of denial of protests for Classes 8446 and 8448 Court Alternative Specialist I and II. (Calendar Item No. 12)

December 2, 1985: Over to the meeting of December 16, 1985. Mr. Thomas M. Job and Mr. Jan Cerny to be subpoenaed.

December 16, 1985: Over to the meeting of January 10, 1986 due to the delayed arrival of the appellants' attorney. The Commission stipulated that the subpoenas served on Mr. Thomas M. Job and Mr. Jan Cerny would remain in force.

Action: Adopt staff report; deny protests.

3470-85 Appeal of rejection for Class Q-2 Police Officer by Michael Wells. (Calendar Item No. 13)

December 16, 1985: Over to the meeting of January 10, 1986 by Commission action.

Action: Grant appeal; find Michael Wells qualified as to background in this examination for Class Q-2 Police Officer.

3472-85 Appeal of rejection for Class Q-2 Police Officer by Robert Tayac. (Calendar Item No. 14)

December 16, 1985: Over to the meeting of January 10, 1986 at the request of Mr. Tayac's attorney.

Action: Over to the meeting of February 3, 1986 at the request of Mr. Tayac's attorney.

3479-85 Appeal of rejection for Class 8304 Deputy Sheriff by Michael Saipa'ia. (Calendar Item No. 15)

December 16, 1985: Over to the meeting of January 10, 1986 at Mr. Saipa'ia's request.

Action: Sustain the disqualification of Michael Saipa'ia by the Sheriff. The disqualification letter to be amended in accordance with the Commission's request.

3480-85 Appeal of rejection for Class 8304 Deputy Sheriff by Ronald H. Terashima. (Calendar Item No. 16)

December 16, 1985: Over to the meeting of January 10, 1986 at Mr. Terashima's request.

Action: Off calendar at the request of the Sheriff's department.



EXAMINATION MATTERS (cont.)

3644-85 In closed session:

Appeal of staff decision on the key answers in the written examinations for Classes 1654 Principal Accountant and 1656 Head Accountant examinations. (Calendar Item No. 18)

December 16, 1985: Over to the meeting of January 10, 1986 at the request of staff.

Action: Adopt staff report; adopt key as amended.

3658-85 Appeal of staff's denial of protests on the terms of the promotive examination announcement for Class 8414 Supervising Probation Officer, Juvenile Court. (Calendar Item No. 17)

Action: Adopt staff report; deny appeals.

1. Sustain the original Civil Service Commission action of October 22, 1984.
2. Sustain the terms of the current closed promotional Class 8414 examination announcement, which limits eligibility to eighteen (18) permanent employees in Class 8442 Senior Probation Officer, Juvenile Court.

IN-SERVICE MATTERS

4003-86 Commendation for Edward C. Lem, Class 2444 Clinical Laboratory Technician, Office of the Chief Medical Examiner - Coroner, upon his retirement after thirty (30) years of service. (Calendar Item No. 7B)

Action: Approve.

4006-86 Request for supplemental appropriation for \$40,506.00, fiscal year 1985-86, to transfer funds from the Civil Service Commission Examination Services Project Account to the Mandatory Fringe Benefits Accounts. (Calendar Item No. 11A)

Action: Approve; forward to the Office of the Mayor.

4778-85 Review of Memorandum with the Airports Commission establishing a Decentralized Personnel Unit at the San Francisco International Airport. (Calendar Item No. 11)

September 17, 1979: Approve Memorandum of Understanding.

November 5, 1979: Over to the meeting of November 19, 1979.

November 19, 1979: Over to the meeting of December 17, 1979.

December 17, 1979: Over to the meeting of January 7, 1980.

January 7, 1980: Off calendar.

August 12, 1985: Calendar the Memorandum of Understanding with the Airports Commission for review at the meeting of September 16, 1985.



IN-SERVICE MATTERS (cont.)

4778-85  
(cont.)

August 26, 1985: The Civil Service Commission requests the Airports Commission to submit a report on the matter of continuing to delegate examination functions to the Decentralized Personnel Unit at the Airport; all new announcements and examinations will be held in abeyance; this item will be calendared for a hearing before the Civil Service Commission in October, 1985.

September 16, 1985: Off calendar pending receipt of report from the Airports Commission.

October 21, 1985: Off calendar pending completion of review and investigation of certain personnel practices and procedures at San Francisco International Airport authorized by the Civil Service Commission at its meeting of October 21, 1985. This item to be recalendared simultaneously with the report of that review and investigation.

December 16, 1985: Over to the meeting of January 10, 1986.

Action: Over to the meeting of February 3, 1986 at the request of staff.

4890-85 Update on Bilingual Needs Survey at San Francisco General Hospital Medical Center. (Calendar Item No. 7)

Action: Over to the meeting of February 3, 1986 at the request of staff.

6076-85 Civil Service Commission Budget Request - Fiscal Year 1986-87. (Calendar Item No. 25)

December 16, 1985: Over to the meeting of January 10, 1986.

Action: Approve; forward to the Office of the Mayor.





CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JANUARY 10, 1986

PART II - 2:30 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Reginald Ford, 8222 Housing Authority Police Officer, 1/E-HOP, San Francisco Police Department, Housing Police Division, 11/26/85.  
(Calendar Item No. 20) (3)

Action: Grant appeal; disapprove Automatic Resignation.  
Reinstate to position.

Anne Franklin, 1424 Clerk Typist, 6/E-29, Civil Service Commission, Examination Unit, 10/30/85. (Calendar Item No. 24) (6)

December 16, 1985: Over to the meeting of January 10, 1986 at Ms. Franklin's request.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two year's work experience outside the City and County service. Not to be employed again by the Civil Service Commission.

Lemuel S. Jackson, 9163 Transit Operator, 257/E-116, Public Utilities Commission, San Francisco Municipal Railway, 8/19/85.  
(Calendar Item No. 22) (2)

September 16, 1985: Off calendar at the request of the Public Utilities Commission.

October 21, 1985: : Off calendar at the request of the Transport Workers Union. Mr. Jackson or his representative to contact the Assistant Secretary when prepared to proceed. Ineligible for any future employment with the City and County pending final resolution of this matter by the Civil Service Commission.

December 16, 1985: Over to the meeting of January 10, 1986 by Commission action.

Action: Over to the meeting of February 18, 1986 at the request of the Public Utilities Commission.



John M. Murnin, Jr., 7355 Truck Driver, 80/E-2, Department of Public Works, Street Cleaning, 10/25/85. (Calendar Item No. 21) (4)

December 2, 1985: Over to the meeting of December 16, 1985 at Mr. Murnin's request.

December 16, 1985: Over to the meeting of January 10, 1986 at Mr. Murnin's request.

Action: Over to the meeting of February 18, 1986 at Mr. Murnin's request.

William Rhodes, 9163 Transit Operator, 12/E-117, Public Utilities Commission, San Francisco Municipal Railway, 12/4/85. (Calendar Item No. 23) (2)

Action: Off calendar at the request of the Public Utilities Commission.

#### A D J O U R N M E N T

This meeting was adjourned in memory of Louis A. Molinari, father of Donald Molinari of the Commission staff, who died on December 30, 1985 at the age of 96.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

DOCUMENTS DEPT.

REGULAR MEETING - FEBRUARY 3, 1986

FEB 13 1986

PART I - 2:00 P.M.

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Present: Commissioner Gloyd  
Commissioner Lee (Items Missed: 4, 5, 6, 7A, 15, 20, 22, 24,  
25, 26,)  
Commissioner Munson (Items Missed: 4, 5, 6, 7A, 10, 15)  
Commissioner Powell  
Commissioner Texidor del Portillo

Commissioner Texidor del Portillo presided over Items 4, 5, 6, 7A, 15, 20, 22, 24, 25, 26 and Minutes.

Commissioner Lee presided over the balance of the calendar.

MINUTES: Regular Meeting of January 10, 1986.

Action: Approve.

ANNOUNCEMENTS:

The Civil Service Commission announced that due to the Washington's Birthday Holiday on February 17, 1986, the next meeting has been rescheduled to Tuesday, February 18, 1986 and will be held in Room 2B2 City Hall.

CLASSIFICATION MATTERS

1004-B6 Request from the Department of Public Health to use a class in the Staff Assistant Special Project Series for Employee Assistance Counselors. (Calendar Item No. 6)

Action: Adopt staff report. Approve the interim use of Class 9736 Staff Assistant II, Special Project (\$921 BW) to employ six Employee Assistance Counselors pending approval and classification of permanent positions in the 1986/87 budget.

1009-B6 Classification of positions in various City departments. (Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Utilities Commission/ Municipal Railway	1	7251 Track Maintenance Supervisor I (Sch. 51.5 \$1136B1375)	Same
Public Utilities Commission/ Light, Heat & Power	1	5174 Administrative Engineer (Sch. 60.0 \$1706B2074)	Same
Public Health S.F. General Hospital	1	1B40 Junior Management Assistant (Sch. 44.4 \$B10B979)	Same
Public Works	2	5212 Principal Civil Engineer (Sch. 64.5 \$2124B2582)	Same



CLASSIFICATION MATTERS (cont.)

1009-86  
(cont.)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Purchasing	1	1655 Systems Accountant (Sch. 52.3 \$118081429)	Same
Public Works/ Clean Water Program	1	5258 Senior Mechanical Engineer (Sch. 61.5 \$183582230)	Same
Public Health/ Laguna Honda	1	1654 Principal Accountant (Sch. 51.3 \$112581362)	Same
City Attorney	1	8183 Assistant Chief Attorney II (Sch. 67.2 \$242482946)	8184 Chief Attorney II (Civil and Criminal) (Sch. 69.4 \$270083282)
	1	8180 Principal Attorney, Civil & Criminal (Sch. 64.7 \$214582607)	Same
Airport	7	2708 Custodian (Sch. 38.9 \$6258755)	Same
	1	2716 Custodial Assistant Supervisor (Sch. 40.9 \$6888830)	Same
	1	2718 Custodial Supervisor I (Sch. 42.9 \$7558912)	Same
	2	7392 Window Cleaner (Sch. 45.3 \$84681022)	Same
Airport (cont.)	1	7347 Plumber (Sch. 55.4 \$136881658)	Same
S.F. Unified School District	2	7376 Sheet Metal Worker (Sch. 56.3 \$142981731)	Same
	1	9345 Sheet Metal Supervisor I (Sch. 58.3 \$157381909)	Same

Action: Adopt staff report.

1010-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
384-85/86	Public Utilities Commission	Dale Watson/HRC
385-85/86	Public Utilities Commission	Newcomb/Anderson Associates
386-85/86	Public Utilities Commission	Environmental Internship Program/CA
387-85/86	Public Utilities Commission	TEM Associates, Inc.
388-85/86	Port	Triumph Marketing





CLASSIFICATION MATTERS (cont.)

1010-86  
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
389-85/86	Recreation and Park	LSK Associates
390-85/86	Public Health	University of California Hospitals and Clinics
391-85/86	Public Health	S.F. Study Center, Inc.
392-85/86	Social Services	Private Industry Council of San Francisco
393-85/86	Coroner	Harlan A. Wilson
394-85/86	Public Works	All State Geotechnical Services
395-85/86	Public Works	Henry L. Chapot & Associates
396-85/86	Asian Art Museum	Rand Castile
397-85/86	Adult Probation	Law Enforcement Psychological Services, Inc.
398-85/86	Public Utilities Commission	Richard Davis
399-85/86	Public Utilities Commission	D & D Engineering
400-85/86	Public Works	Henry L. Chapot & Associates
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

EXAMINATION MATTERS

3019-86 Appeal of staff's denial of protests of the oral examination for Class 2946 Senior Eligibility Worker Supervisor. (Calendar Item No. 14)

Action: Over to the meeting of March 10, 1986 at the request of the appellants.

3472-85 Appeal of rejection for Class Q-2 Police Officer by Robert Tayac. (Calendar Item No. 7)

December 16, 1985: Over to the meeting of January 10, 1986 at the request of Mr. Tayac's attorney.

January 10, 1986: Over to the meeting of February 3, 1986 at the request of Mr. Tayac's attorney.

Action: Over to the meeting of March 10, 1986 at the request of Mr. Tayac's attorney.

3478-85 Appeal of rejection for Class Q-2 Police Officer by Gary K. Fung. (Calendar Item No. 13)

Action: Over to the meeting of February 18, 1986. Mr. Fung to be renotified.



EXAMINATION MATTERS (cont.)

3481-85 Appeal of rejection for Class 8304 Deputy Sheriff by Gary Peachey.  
(Calendar Item No. 12)

December 16, 1985: Off calendar at the request of Sheriff.

Action: Grant appeal of Gary Peachey; find qualified as to  
background in this examination for Class 8304 Deputy  
Sheriff.

IN-SERVICE MATTERS

4033-86 Charter Amendment (First Draft) adding Section 3.401(c) thereto,  
establishing a Bureau of Claims Investigation and Administration in  
the Office of the City Attorney and amending Section 3.510 thereto,  
establishing a Risk Management Office under the Chief Administrative  
Officer. (File No. 497-85). (Calendar Item No. 7A)

Action: Over to the meeting of February 18, 1986.

4778-85 Review of Memorandum with the Airports Commission establishing a  
Decentralized Personnel Unit at the San Francisco International  
Airport. (Calendar Item No. 10)

September 17, 1979: Approve Memorandum of Understanding.

November 5, 1979: Over to the meeting of November 19, 1979.

November 19, 1979: Over to the meeting of December 17, 1979.

December 17, 1979: Over to the meeting of January 7, 1980.

January 7, 1980: Off calendar.

August 12, 1985: Calendar the Memorandum of Understanding  
with the Airports Commission for review at  
the meeting of September 16, 1985.

August 26, 1985: The Civil Service Commission requests the  
Airports Commission to submit a report on  
the matter of continuing to delegate  
examination functions to the Decentralized  
Personnel Unit at the Airport; all new  
announcements and examinations will be held  
in abeyance; this item will be calendared  
for a hearing before the Civil Service  
Commission in October, 1985.

September 16, 1985: Off calendar pending receipt of report from  
the Airports Commission.

October 21, 1985: Off calendar pending completion of review  
and investigation of certain personnel  
practices and procedures at San Francisco  
International Airport authorized by the  
Civil Service Commission at its meeting of  
October 21, 1985. This item to be  
recalendared simultaneously with the report  
of that review and investigation.

December 16, 1985: Over to the meeting of January 10, 1986.

January 10, 1986: Over to the meeting of February 3, 1986 at  
the request of staff.



IN-SERVICE MATTERS

4778-85

(cont.)

- Action: 1. Re Memorandum of Understanding establishing a Decentralized Personnel Unit at the San Francisco International Airport:

Adopt staff report as amended to provide that there be good faith recruitment efforts with a goal of a fully integrated work force and that this recruitment effort will be monitored by the Civil Service Commission Equal Employment Opportunity Unit.

2. Re allegations of personnel mismanagement:

Off calendar due to failure of protestants to provide details or documentation.

4890-85

Update on Bilingual Needs Survey at San Francisco General Hospital Medical Center. (Calendar Item No. 11)

August 12, 1985:

Commissioner Carlota Texidor del Portillo reported that on July 30, 1985 she had visited San Francisco General Hospital Medical Center in an attempt to verify the accuracy of the recent report on bilingual assignments at San Francisco General Hospital Medical Center previously provided by the Department of Public Health and had found on the work shift she audited that certain persons indicated in the report as being assigned to specific work stations were not on duty or were unknown and that there was staff confusion over the availability of bilingual resources in the event of emergency. The Commission directed that the Secretary send a letter to the Health Commission requesting 1) an explanation for the discrepancy between the report and the results of this audit and 2) that monthly reports from the Department of Public Health be provided for one (1) year detailing for each month the bilingual position, the name of the person, the work shift, and the specific duty assignment. The Commission directed that the Civil Service Commission staff regularly and frequently audit these reports.

The Commission stipulated that future failure to adequately staff the San Francisco General Hospital Medical Center with bilingual personnel would result in the preferral of charges for dismissal pursuant to Charter Section 8.341 and/or revocation of certain limited tenure authority and/or termination of personnel requisitions.

The Commission further ordered that this matter be recalendared for the next meeting of August 26, 1985

August 26, 1985:

Over to the meeting of September 16, 1985 at the request of the Health Commission due to late receipt of the correspondence from the Civil Service Commission.

September 16, 1985:

Over to the meeting of October 21, 1985 at the request of the Health Commission.



IN-SERVICE MATTERS

4890-85  
(cont.)

October 21, 1985: Over to the meeting of November 18, 1985 at the request of Civil Service Commission staff.

November 18, 1985: Over to the meeting of December 2, 1985 at the request of staff.

December 2, 1985: Over to the meeting of January 10, 1986 at the request of staff.

January 10, 1986: Over to the meeting of February 3, 1986 at the request of staff.

Action: Over to the meeting of March 10, 1986.

4970-85 Addendum to Civil Service Commission's Affirmative Action Plan to increase representation of women in non-traditional employment within City and County of San Francisco. (Calendar Item No. 16)

November 18, 1985: Over to the meeting of December 2, 1985 at the request of staff.

December 2, 1985: Over to the meeting of December 16, 1985 at the request of staff.

December 16, 1985: Over to the meeting of February 3, 1986 at the request of staff.

Action: Over to the meeting of March 10, 1986.

6075-85 Proposed amendment to the Civil Service Commission Rules adding Rule 34 - Exempt Employment of the Severely Disabled Individual; to implement Proposition A, November, 1985 election. (Calendar Item No. 15)

December 16, 1985: Post for adoption following meet and confer/consultation process.

Action: Adopt.





CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 3, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Dolores Markel Anthony, 1458 Legal Stenographer, 2/CPE-16, District Attorney, 12/9/85. (Calendar Item No. 22) (4)

Action: Return name to list. Not to be employed again by the District Attorney's office.

Armando Aquino, 2736 Porter, 102/E-52, Department of Public Health, San Francisco General Hospital Medical Center, 7/29/85. (Calendar Item No. 20) (3)

Action: Grant appeal. Disapprove Automatic Resignation. Reinstate to position.

Ricardo Celis, 1934 Storekeeper, 55/CPE-1, Office of the Sheriff, San Bruno Custody Division, 12/4/85. (Calendar Item No. 37) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Sheriff's Department.

Jeanette M. Conti, 1650 Accountant, 147/E-41, San Francisco Port Commission, Accounting Division, 1/7/86. (Calendar Item No. 23) (4)

Action: Return name to list. Not to be employed by the Port Commission for eighteen (18) months. (Vote of 4 to 1: Commissioner Powell dissents).

John F. Cope, 7342 Locksmith, 13/E-6, Department of Public Works, Building Repair, 12/13/85. (Calendar Item No. 30) (4)

Action: Over to the meeting of March 10, 1986 at the request of Mr. Cope's attorney.



Paul Devender, 1426 Senior Clerk Typist, 2/CPE-51, Department of Social Services, 11/8/85. (Calendar Item No. 36) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

Jacquelyn Graves, 2302 Orderly, 14/E-316, Department of Public Health, Laguna Honda Hospital, 12/12/85. (Calendar Item No. 24) (4)

Action: Return name to list under waiver until waiver removed by the General Manager, Personnel.

Ronald G. Green, 7514 General Laborer, 223/E-5, Department of Public Works, Water Pollution Control, 12/13/85. (Calendar Item No. 31) (4)

Action: Return name to list.

Jose Guerrero, 8124 Investigator, 6/E-1, San Francisco Police Department, Office of Citizen Complaints, 1/3/86. (Calendar Item No. 38) (7)

Action: Off calendar at the request of the Equal Employment Opportunity Unit.

Gloria Hood, 2302 Orderly, 12/E-314, Department of Public Health, Laguna Honda Hospital, 12/14/85. (Calendar Item No. 35) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

George Jones, 7514 General Laborer, 85/E-5, Public Utilities Commission, San Francisco Water Department, 12/27/85. (Calendar Item No. 29) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Ruth Jorgensen, 2320 Registered Nurse, 21/E-614, Department of Public Health, San Francisco General Hospital Medical Center, 12/6/85. (Calendar Item No. 39) (7)

Action: No future employment in any position involving the administration or transcription of medication.



Kevin Kaywood, 1920 Inventory Clerk, LT, Department of Public Health, San Francisco General Hospital Medical Center, 1/14/86. (Calendar Item No. 18) (1)

Action: Off calendar at the request of the Department of Public Health.

Michelle Mansfield, 2302 Orderly, 15/E-316, Department of Public Health, Laguna Honda Hospital, 12/31/85. (Calendar Item No. 25) (4)

Action: Future employment subject to review and approval of the General Manager, Personnel.

Max L. Pine, 7336 Electronic Instrumentation Technician, 3/E-1, Department of Public Works, Water Pollution Control, 12/31/85. (Calendar Item No. 32) (4)

Action: No restriction on future employment as recommended by the Department of Public Works.

Mark Resnick, 2930 Psychiatric Social Worker, 3/E-37, Department of Public Health, Community Mental Health Programs, 12/30/85. (Calendar Item No. 21) (3)

Action: Over to the meeting of March 10, 1986 at Mr. Resnick's request.

Mary Richardson, 2302 Orderly, LT, Department of Public Health, Laguna Honda Hospital, 1/10/86. (Calendar Item No. 19) (1)

Action: Over to the meeting of March 10, 1986 at the request of Ms. Richardson's representative.

Norman Robinson, 3280 Assistant Recreation Director, 62/E-8, Recreation and Park Department, Community Services, 12/10/85. (Calendar Item No. 33) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Recreation and Parks Department.

John A. Simmons, 2305 Psychiatric Technician, 8/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 12/9/85. (Calendar Item No. 28) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.



Salamo Sua, 7530 Street Cleaner, 25/E-9, Department of Public Works, Street Cleaning, 10/18/85. (Calendar Item No. 34) (2)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Daryl Trujillo, 8204 Institutional Police Officer, 40.5/E-7, Department of Public Health, San Francisco General Hospital Medical Center, 12/20/85. (Calendar Item No. 27) (4)

Action: Off calendar at the request of Equal Employment Opportunity staff.

Dan Whittington, 2736 Porter, 44/E-55, Department of Public Health, Laguna Honda Hospital, 12/16/85. (Calendar Item No. 26) (4)

Action: Future employment subject to review and approval of the General Manager, Personnel. Not to be employed again by the Department of Public Health for five (5) years.





CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 18, 1986

PART I - 2:00 P.M.

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Powell  
Commissioner Texidor del Portillo

Excused: Commissioner Munson

Commissioner Lee presided

MINUTES: Regular Meeting of February 3, 1986.

Action: Approve.

**ANNOUNCEMENT:**

The Commission announced that it has changed its meeting schedule for the months of March and April, 1986 and has cancelled the meetings of March 3, March 17 and April 7. The Commission will meet instead on March 10 and March 31. Both these meetings will be held in Room 2C (Basement) City Hall. The Commission will consider items of regular business (classification, in-service, compensation, and examination matters) at 2 P.M. Separations from the Service will be heard on conclusion of the 2 P.M. agenda; however, roll call for the Separations agenda will be held at 3 P.M. The Commission will resume its regular schedule of meetings on April 21.

CLASSIFICATION MATTERS

- (4) Review of requests for approval of proposed personal services contracts. (File No 1018-86)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
401-85/86	Art Commission	March Metal Fab
402-85/86	Controller	Jane Irwin Enterprises
403-85/86	Public Health	Ramsell Corporation
404-85/86	Public Health	Joan Dunkel LCSW
405-85/86	Public Health	Joseph Smith
406-85/86	Public Health	Paul Boden
407-85/86	Public Utilities	Wallace G. McQuat, Inc.
408-85/86	Public Utilities	8TU Consultants
409-85/86	Public Works	Henry L. Chapot
410-85/86	District Attorney	New College of California
411-85/86	Public Utilities	Environmental Impact Planning Corp.
412-85/86	Port	Joseph E. Petrillo Assoc.
413-85/86	Airport	Steve Gregory

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.



CLASSIFICATION MATTERS (cont.)

1019-86 Classification of positions in various City departments.  
(Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Health S.F. General Hospital	1	2324 Nursing Supervisor (Sch. 56.2 \$142181723)	Same
District Attorney	1	8178 Senior Attorney Civil and Criminal (Sch. 60.7 \$176582145)	8180 Principal Attorney, Civil and Criminal (Sch. 64.7 214582607)

Action: Adopt staff report.

COMPENSATION MATTER

2015-86 Salary adjustments and amendments to administrative provisions  
arising out of the Salary Standardization process for 1986-87.  
(Calendar Item No. 9)

Action: Adopt staff report, notify and forward to the Board of  
Supervisors.

EXAMINATION MATTERS

3010-86 Appeal of staff's denial of protests regarding Qualification  
Appraisal examinations for Classes 7340 Maintenance Controller and  
7241 Senior Maintenance Controller. (Calendar Item No. 14)

Action: Over to the meeting of March 10, 1986 at the request of  
the appellant.

3024-86 Request for permission to conduct the examination for Class 2454  
Clinical Pharmacist-Poison Control Center on a promotive only  
basis. (Calendar Item No. 6)

Action: Adopt staff report.

3040-86 Appeal of staff's denial of protests filed during the posting of the  
tentative eligible list and review of the oral appraisal interview  
scores for the positions Q-50 Police Sergeant and Q-35 Assistant  
Inspector. (Calendar Item No. 13)

Action: 1. Deny appeal of James Blanson.  
2. All other appeals over to the meeting of March 10,  
1986.

3052-86 Request for permission to conduct the examination for Class 1446  
Secretary II examination on a promotive basis. (Calendar Item No.  
6A)

Action: Over to the meeting of March 10, 1986.



EXAMINATION MATTERS (cont.)

3391-85 Appeal of disqualification for Classes Q-50 Sergeant and Q-35 Assistant Inspector candidate pools by Timothy A. Foley. (Calendar Item No. 11)

October 7, 1985: Over to the meeting of October 21, 1985 at the request of Mr. Foley's attorney.

October 21, 1985: Off calendar pending receipt of advice from the City Attorney.

Action: Grant appeal of Timothy A. Foley; restore candidacy in the examinations for Class Q-50 Sergeant and Q-35 Assistant Inspector.

3478-85 Appeal of rejection for Class Q-2 Police Officer by Gary K. Fung. (Calendar Item No. 12)

Action: Over to the meeting of March 10, 1986 at Mr. Fung's request.

IN-SERVICE MATTERS

4033-85 Charter Amendment (First Draft) adding Section 3.401(c) thereto, establishing a Bureau of Claims Investigation and Administration in the Office of the City Attorney and amending Section 3.510 thereto, establishing a Risk Management Office under the Chief Administrative Officer (File No. 497-85). (Calendar Item No. 10).

February 3, 1986: Over to the meeting of February 18, 1986.

Action: Adopt staff report; notify the Board of Supervisors that the Civil Service Commission endorses this proposed Charter amendment.

SPECIAL ORDER OF BUSINESS

4128-86 Appeal by the San Francisco Interns and Residents Association of dismissal of unfair labor relations practice claim. (Calendar Item No. 14A)

Action: Over to the meeting of March 10, 1986.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 18, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

George Allen, 9163 Transit Operator, 55/E-116, Public Utilities Commission, San Francisco Municipal Railway, 1/17/86. (Calendar Item No. 29) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Alan Dare, 6120 Environmental Health Inspector, 7/E-12, Department of Public Health, Environmental Health Inspection, 11/30/85. (Calendar Item No. 25) (6)

Action: No restrictions on future employment.

Mildred M. deFletes, 1424 Clerk Typist, 7/CPE-153, Department of Public Works, Building Inspection, 1/17/86. (Calendar Item No. 18) (4)

Action: Over to the meeting of March 10, 1986 at Ms. deFletes' request.

Robin Duryee, 2320 Registered Nurse, 2/E-655, Department of Public Health, San Francisco General Hospital Medical Center, 12/16/85. (Calendar Item No. 22) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Thomas Faure, 2580 Coroner's Investigator, 1/E-5, Medical Examiner, Coroner, 1/10/86. (Calendar Item No. 20) (4)

Action: Over to the meeting of March 10, 1986 at Mr. Faure's request.





Ike Felzer, 6331 Building Inspector, 16/E-9, Department of Public Works, Building Inspection, 2/5/86. (Calendar Item No. 19) (4)

Action: Over to the meeting of March 10, 1986 at Mr. Felzer's request.

Mark Forrester, 8488 Director, Crime Prevention, 1/E-1, San Francisco Police Department, Community Services - Senior Escort, 1/24/86. (Calendar Item No. 26) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Eugene Hawthorne, 2302 Orderly, V-1/E-306, Department of Public Health, San Francisco General Hospital Medical Center, 12/27/85. (Calendar Item No. 23) (6)

Action: Over to the meeting of March 31, 1986 at Mr. Hawthorne's request.

Raymond C. Hearne, 8440 Probation Officer, 13.5/CPE-4, Juvenile Court, Probation Services, 1/24/86. (Calendar Item No. 16) (5)

Action: Over to the meeting of March 10, 1986.

Lemuel S. Jackson, 9163 Transit Operator, 257/E-116, Public Utilities Commission, San Francisco Municipal Railway, 8/19/85. (Calendar Item No. 21) (2)

September 16, 1985: Off calendar at the request of the Public Utilities Commission.

October 21, 1985: Off calendar at the request of the Transport Workers Union. Mr. Jackson or his representative to contact the Assistant Secretary when prepared to proceed. Ineligible for any future employment with the City and County pending final resolution of this matter by the Civil Service Commission.

December 16, 1985: Over to the meeting of January 10, 1986 by Commission action.

January 10, 1986: Over to the meeting of February 18, 1986 at the request of the Public Utilities Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two (2) year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.



Alfreda A. Lee, 8108 Senior Legal Process Clerk, 32/CPE-1, County Clerk, 10/2/85. (Calendar Item No. 27) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of five (5) year's work experience outside the City and County service. Not to be employed again by the County Clerk.

Salomon Marin, 9131 Station Agent, 35/CPE-1, Public Utilities Commission, San Francisco Municipal Railway, 1/22/86. (Calendar Item No. 28) (7)

Action: Over to the meeting of March 31, 1986 at Mr. Marin's request.

John M. Murnin, Jr., 7355 Truck Driver, 80/E-2, Department of Public Works, Street Cleaning, 10/25/85. (Calendar Item No. 17) (4)

December 2, 1985: Over to the meeting of December 16, 1985 at Mr. Murnin's request.

December 16, 1985: Over to the meeting of January 10, 1986 at Mr. Murnin's request.

January 10, 1986: Over to the meeting of February 18, 1986 at Mr. Murnin's request.

Action: Over to the meeting of March 31, 1986 at the request of Mr. Murnin's attorney.

Doris Tiran, 1708 Senior Telephone Operator, 8/CPE-11, Department of Public Health, San Francisco General Hospital Medical Center, 11/16/85. (Calendar Item No. 24) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.



REGULAR MEETING - MARCH 10, 1986

MAR 10 1986

PART I - 2:00 P.M.

SAN FRANCISCO  
PUBLIC LIBRARY

Present: Commissioner Gloyd (Items Missed: 26 and 27)  
Commissioner Lee (Items Missed: Minutes, 5,  
6, 7, 8, and 10)  
Commissioner Munson  
Commissioner Texidor del Portillo

Excused: Commissioner Powell

Commissioner Lee presided (except items 5, 6, 7, 8, 9, 10, and Minutes -  
Commissioner Texidor del Portillo presided)

MINUTES: Regular Meeting of February 18, 1986.

Action: Approve.

#### ANNOUNCEMENTS

1. The Commission announced that it had cancelled its meetings of March 17, 1986 and April 7, 1986 and would meet instead on March 31, 1986 at 2 P.M. in Room 2C (Basement) City Hall. The Commission will resume its regular meeting schedule on April 21, 1986.
2. The Commission announced that it had met in Executive Session with the City Attorney at 1 P.M. on March 10, 1986 in Room 154C City Hall under the State of California Government Code Section 54956.9 (a) to discuss pending litigation entitled Officers for Justice versus the Civil Service Commission, (United States District Court No. C73-0657 RFP) and the United States of America versus the City and County of San Francisco, (United States District Court No. C77-2884 RFP). Commissioners Gloyd, Munson, and Texidor del Portillo attending. Commissioners Lee and Powell absent. The Commission took the following action:

Approve the exploration by staff of the possibilities of streamlining the protest procedures for examinations in the uniformed ranks of the San Francisco Police Department (Vote of 3 to 0).

No action was taken on discussions related to the scoring and ranking in the examinations for Classes Q-35 Assistant Inspector and Q-50 Police Sergeant.

#### CLASSIFICATION MATTERS

1024-86 Classification of one new position authorized in the 1985-86 Budget for the San Francisco International Airport Police Bureau and amendments to specifications for classes in the Airport Police series. (Calendar Item No. 7)

Action: Adopt staff report.

1. Establish a new classification of 9217 Deputy Chief, Bureau of Airport Police (J,Z \$220982209); class specification as detailed in the staff report.
2. Allocate one new position identified in the Budget as A716 Deputy Airport Chief of Police (J \$220982209) to the new class.



CLASSIFICATION MATTERS (cont.)

1024-86  
(cont.)

3. Amend the specifications for the following classes:
  - a. 9210 Airport Police Officer
  - b. 9211 Airport Police Sergeant
  - c. 9215 Airport Police Lieutenant
  - d. 9216 Airport Police Captain

(Draft class specifications as detailed in the staff report)
4. Retitle and amend the specification for Class 9218 Chief, Bureau of Airport Security to Class 9218 Chief, Bureau of Airport Police. Draft class specification as detailed in the staff report.
5. Amend the Annual Salary Ordinance Section 27/99/00/30001 accordingly.

1029-86 Reorganization and classification of positions in the Workers' Compensation Division, San Francisco Employees Retirement System. (Calendar Item No. 8)

Action: Adopt staff report.

1. Establish a new classification of 8141 Workers' Compensation Adjuster (J,Z Sch. 50.2 \$106781291); class specification as detailed in the staff report.
2. Consolidate Class 8140 Retirement System Investigator to the new Class 8141 Workers' Compensation Adjuster when the action does not adversely affect permanent incumbents.
3. Allocate seven positions authorized in the 1985-86 Budget as A620 Workers' Compensation Claims Adjuster (\$106781291) to the new classification 8141 Workers' Compensation Adjuster.
4. Amend and retitle class specification for Class 8165 Assistant Compensation Claims Supervisor to Class 8165 Workers' Compensation Supervisor I. Amended draft class specification as detailed in the staff report.
5. Allocate six 8165 Assistant Compensation Claims Supervisor positions to the amended Class 8165 Workers' Compensation Supervisor I. The status of current permanent incumbents continues without change.
6. Amend and retitle class specification for Class 8166 Compensation Claims Supervisor to Class 8166 Workers' Compensation Supervisor II. Amended draft class specification as detailed in the staff report.
7. Allocate one 8166 Compensation Claims Supervisor position to the amended Class 8166 Workers' Compensation Supervisor II. The status of the current permanent incumbent continues without change.
8. Establish a new classification of 8167 Workers' Compensation Division Manager (J,Z Sch. 62.5 \$192782342); class specification as detailed in the staff report.





CLASSIFICATION MATTERS (cont.)

1029-86  
(cont.)

9. Allocate one position authorized in the 1985-86 Budget as A720 Division Manager, Workers' Compensation Benefits (J \$192782342) to the new class of 8167 Workers' Compensation Division Manager.
10. Amend Annual Salary Ordinance Sections 44/02/00/01001, 44/02/00/08410 and 44/04/00/24601 administratively to reflect these actions.

1036-86 Classification of positions in various City departments.  
(Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Recreation and Park	1	1934 Storekeeper (Sch. 41.8 \$7178866)	Same
Public Utilities Commission/Water	1	1450 Executive Secretary I (Sch. 44.1 \$8008966)	Same
Public Health Central Office	1	1632 Senior Account Clerk (Sch. 41.9 \$7218870)	Same
Public Health S.F. General Hospital	1	1270 Personnel Officer (Sch. 56.3 \$142981731)	Same
Public Works	1	1873 Software Analyst (Sch. 56.5 \$144381748)	Same
	1	1874 Senior Programmer Analyst (Sch. 53.5 \$124981513)	Same
	3	1652 Senior Accountant (Sch. 47.3 \$92981125)	Same
Public Works/ Clean Water Program	1	1450 Executive Secretary I (Sch. 44.1 \$8008966)	Same
S.F. Unified School District	7	3593 Instructional Aide I (Sch. 32.2 \$4588552)	Same
	666	3594 Instructional Aide II (Sch. 36.7 \$5658681)	Same
	25	3596 School Security Aide (Sch. 36.7 \$5658681)	Same
	2	8203 School Patrol Aide (Sch. 43.0 \$7588916)	Same

Action: Adopt staff report.

1037-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
414-85/86	Airport	County of San Mateo, Director of Planning
415-85/86	Airport	O'Brien Kreitzberg & Assoc., Inc.



CLASSIFICATION MATTERS (cont.)

1037-86  
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
416-85/86	Civil Service Commission	Price Waterhouse
417-85/86	Public Health	Education Programs Assoc., Inc.
418-85/86	Public Health	Efficient Medical Transportation
419-85/86	Public Health	Support Services for Elders
420-85/86	Public Health	University of California, S.F.
421-85/86	Public Works	U.C. Cooperative Extension
422-85/86	Public Works	Brenda Herbert & Associates
423-85/86	Public Works	Technical Roof Services, Inc.
424-85/86	Public Works	Hydroconsult Engineers
425-85/86	Recreation and Park	Ella Jenkins
426-85/86	Sheriff	Allen Breed
427-85/86	Social Services	Zellerbach Family Fund
428-85/86	Public Utilities Commission	Booz, Allen & Hamilton
429-85/86	Public Utilities Commission	Smith, Goerss & Ferneborg, Inc.
430-85/86	Public Utilities Commission	Network Database, Inc.
431-85/86	Public Utilities Commission	Infomanage, Inc.
432-85/86	Public Utilities Commission	A. Lee Knight
433-85/86	City Planning	Center for Environmental Design and Research of the University of California

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1040-86

Request from the Department of Public Health to use a class in the Staff Assistant, Special Project series as a Toxic Control Program Manager. (Calendar Item No. 9)

Action: Adopt staff report. Approve use of Class 9748 Staff Assistant VIII, Special Project (\$2050 8W) to employ a Toxic Control Program Manager, Department of Public Health for a period of one year.

COMPENSATION MATTERS

2042-86

Reconsideration of staff's denial of requests from the United Public Employees Local 790. (Calendar Item No. 23)

Action: Adopt staff report; deny requests.



COMPENSATION MATTERS (cont.)

2045-86 Reconsideration of staff's denial of request on behalf of certain classes in the Human Rights Commission. (Calendar Item No. 21)

Action: Adopt staff report; deny request.

2050-86 Salary adjustments and amendments to administrative provisions arising out of the Salary Standardization process for 1986-87. (Calendar Item No. 16)

Action: Adopt staff report; approve recommendations as indicated; forward to the Board of Supervisors.

2053-86 Reconsideration of staff's denial of requests from SEIU Hospital and Institutional Workers Union Local 250. (Calendar Item No. 22)

Action: Adopt staff report; deny requests.

2054-86 Reconsideration of staff's denial of request on behalf of Class 9252 Airport Maintenance Superintendent. (Calendar Item No. 20)

Action: Adopt staff report; deny request.

2055-86 Reconsideration of staff's denial of request on behalf of Class 8116 Legislative Calendar Clerk. (Calendar Item No. 17)

Action: Off calendar.

2057-86 Reconsideration of staff's denial of request on behalf of Class 9207 Airport Property Specialist II. (Calendar Item No. 19)

Action: Adopt staff report; deny request.

2058-86 Reconsideration of staff's denial of requests from the Management Assistant Unit of United Public Employees Local 790. (Calendar Item No. 24)

Action: Adopt staff report; deny requests.

2059-86 Request for appointment above the entrance rate for various employees. (Calendar Item No. 6)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Bunyan Johnson 8146 District Attorney's Investigator	District Attorney	4	4
Susan Keller 1446 Secretary II	Fire	5	5
Rod Auyang 1244 Senior Personnel Analyst	Public Health	4	4
All Employees 2112 Medical Records Technician	Public Health	3	3



COMPENSATION MATTERS (cont.)

2059-86  
(cont.)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
All Employees 2556 Physical Therapist	Public Health	3	3
Virginia Downing 1860 Computer Operations Support Supervisor	Public Utilities Commission	5	5
Augustina Ballestrasse 1424 Clerk Typist	Public Library	4	4
Lilian Quan 1446 Secretary II	Fire	5	5
Gladys Jones 2324 Nursing Supervisor	Public Health	5	5
Sherri Smith 2538 Audiometrist	Public Health	5	5
Audie Aaron 2708 Custodian	S.F. Unified School District	5	5

Action: Adopt staff report.

2060-86 Salary Standardization, 1986-87, inclusion of private sector salary data and latest public sector data: final benchmark salary recommendations. (Calendar Item No. 15)

Action: Adopt staff report; forward to the Board of Supervisors.

2061-86 Reconsideration of staff's denial of request on behalf of Airport Police Officers. (Calendar Item No. 18)

Action: Adopt staff report; deny request.

2062-86 Reconsideration of staff's denial of requests for larger differentials among the Code Enforcement series of classifications. (Calendar Item No. 25)

Action: Grant internal adjustment of .5 steps (2 1/2%) to the supervising classes in the Code Enforcement series of classes. The following classes are affected:

6238 Senior Boiler Inspector  
6244 Chief Plumbing Inspector  
6249 Senior Electrical Inspector  
6250 Chief Electrical Inspector  
6272 Senior Housing Inspector  
6274 Chief Housing Inspector  
6333 Senior Building Inspector  
6334 Chief Building Inspector  
6336 Property Rehabilitation Manager

EXAMINATION MATTERS

3010-86 Appeal of staff's denial of protests regarding Qualification Appraisal examinations for Classes 7340 Maintenance Controller and 7241 Senior Maintenance Controller. (Calendar Item No. 32)

February 18, 1986: Over to the meeting of March 10, 1986 at the request of the appellant.





EXAMINATION MATTERS (cont.)

3010-86  
(cont.)      Action:      Over to the meeting of March 31, 1986 to permit  
consultation between staff and the appellants. Special  
Order of Business at 2 P.M.

3019-86 Appeal of staff's denial of protests of the oral examination for  
Class 2946 Senior Eligibility Worker Supervisor. (Calendar Item No.  
31)

February 3, 1986: Over to the meeting of March 10, 1986 at the request of the appellants.

Action: Over to the meeting of March 31, 1986 at the request of Local 535.

3040-86 Appeal of staff's denial of protests filed during the posting of the tentative eligible list and review of the oral appraisal interview scores for the positions Q-50 Police Sergeant and Q-35 Assistant Inspector. (Calendar Item No. 26)

February 18, 1986:

1. Deny appeal of James Blanson.
2. All other appeals over to the meeting of March 10, 1986.

Action: Adopt staff report; deny appeals.

3052-86 Request for permission to conduct the examination for Class 1446  
Secretary II examination on a promotive basis. (Calendar Item No.  
11)

February 18, 1986: Over to the meeting of March 10, 1986.

Action: Off calendar at the request of staff.

3062-86 Appeal of staff's denial of protests filed during the posting of the tentative eligible list and review of the oral appraisal interview scores for the positions Q-50 Police Sergeant and Q-35 Assistant Inspector. (Calendar Item No. 27)

Action: Adopt staff report; deny appeals.

3065-86 Appeal of staff's decision in the Administrative Analyst/Management Assistant series of examinations. (Calendar Item No. 35)

Action: Over to the meeting of March 31, 1986 due to lack of a quorum. Special Order of Business at 5:30 P.M.

3068-86 Special Report - employment of Ronald Sampson in Class 2736 Porter.  
(Calendar Item No. 33)

Action: Adopt staff report; remove name from the eligible list for Class 2736 Porter, (List E-55). Not to be employed again by the Department of Public Health.



EXAMINATION MATTERS (cont.)

- 3069-86 Special Report - employment of Elmer James Williams in Class 2760 Laundry Worker. (Calendar Item No. 34)
- Action: Over to the meeting of March 31, 1986 due to lack of a quorum. Special Order of Business at 2 P.M.
- 3472-85 Appeal of rejection for Class Q-2 Police Officer by Robert Tayac. (Calendar Item No. 29)
- December 16, 1985: Over to the meeting of January 10, 1986 at the request of Mr. Tayac's attorney.
- January 10, 1986: Over to the meeting of February 3, 1986 at the request of Mr. Tayac's attorney.
- February 3, 1986: Over to the meeting of March 10, 1986 at the request of Mr. Tayac's attorney.
- Action: Over to the meeting of March 31, 1986 at the request of Mr. Tayac's attorney. (Special Order of Business at 2 P.M.)
- 3478-85 Appeal of rejection for Class Q-2 Police Officer by Gary K. Fung. (Calendar Item No. 28)
- February 3, 1986: Over to the meeting of February 18, 1986. Mr. Fung to be renotified.
- February 18, 1986: Over to the meeting of March 10, 1986 at Mr. Fung's request.
- Action: Over to the meeting of March 31, 1986 due to lack of a quorum. Special Order of Business at 2 P.M.
- 3538-86 Appeal of rejection for Class 8304 Deputy Sheriff by Robert Tayac. (Calendar Item No. 30)
- Action: Off calendar at the request of Mr. Tayac's attorney.
- IN-SERVICE MATTERS
- 4128-86 Appeal by the San Francisco Interns and Residents Association of dismissal of unfair labor relations practice claim. (Calendar Item No. 37)
- February 18, 1986: Over to the meeting of March 10, 1986.
- Action: Over to the meeting of April 21, 1986 at the request of San Francisco Interns and Residents Association.
- 4160-86 Charter amendment (Second Draft) amending Section 8.343 relating to Disciplinary Procedures for Uniformed Members of the Fire and Police Departments. File No. 499-85. (Calendar Item No. 10)
- Action: Adopt staff report; notify the Board of Supervisors that the Civil Service Commission endorses this proposed Charter amendment.



IN-SERVICE MATTERS (cont.)

4890-85 Update on Bilingual Needs Survey at San Francisco General Hospital Medical Center. (Calendar Item No. 14)

Action: Over to the meeting of April 21, 1986.

4970-85 Addendum to Civil Service Commission's Affirmative Action Plan to increase representation of women in non-traditional employment within City and County of San Francisco. (Calendar Item No. 36)

November 18, 1985: Over to the meeting of December 2, 1985 at the request of staff.

December 2, 1985: Over to the meeting of December 16, 1985 at the request of staff.

December 16, 1985: Over to the meeting of February 3, 1986 at the request of staff.

February 3, 1986: Over to the meeting of March 10, 1986.

Action: Adopt staff report with the following stipulations:

1. A progress report on this item to be presented to to the Commission at the first meeting of June, 1986.
2. The General Manager, Personnel to advise department heads to incorporate this program into the Management-by-Objectives goals of their agencies.
3. The Civil Service Commission Equal Employment Opportunity Unit to develop an outreach and recruitment program for this plan with a training component on sexual harassment.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 10, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

John Anderson, 2708 Custodian, 57/E-3, Airports Commission,  
Custodial Division, 2/13/86. (Calendar Item No. 46) (4)

Action: Dismiss from the Service. Cancel all current  
examination and eligibility status. Future employment  
subject to review and approval of the General Manager,  
Personnel after satisfactory completion of one year's  
work experience outside the City and County service.  
Not to be employed again by the Airports Commission.

Carl Augustine, 2736 Porter, 7/E-52, Department of Public Health,  
San Francisco General Hospital Medical Center, 2/3/86. (Calendar  
Item No. 54) (7)

Action: Over to the meeting of March 31, 1986.

Antoniette Bailey, 1424 Clerk Typist, 14/CPE-2, Department of Social  
Services, 2/3/86. (Calendar Item No. 51) (6)

Action: Approve. Cancel all current examination and eligibility  
status. Future employment subject to review and  
approval of the General Manager, Personnel after  
satisfactory completion of one year's work experience  
outside the City and County service. Not to be employed  
again by the Department of Social Services.

Ted Bender, 2760 Laundry Worker, 57/E-3, Department of Public  
Health, Laguna Honda Hospital, 2/6/86. (Calendar Item No. 48) (4)

Action: Over to the meeting of March 31, 1986 at the request of  
Local 250.

John F. Cope, 7342 Locksmith, 13/E-6, Department of Public Works,  
Building Repair, 12/13/85. (Calendar Item No. 45) (4)

February 3, 1986: Over to the meeting of March 10, 1986 at  
the request of Mr. Cope's attorney.

Action: Over to the meeting of March 31, 1986.





Mildred M. deFletes, 1424 Clerk Typist, 7/CPE-153, Department of Public Works, Building Inspection, 1/17/86. (Calendar Item No. 44) (4)

February 18, 1986: Over to the meeting of March 10, 1986 at Ms. deFletes' request.

Action: Return name to list. Not to be employed again by the Department of Public Works.

Thomas Faure, 2580 Coroner's Investigator, 1/E-5, Medical Examiner, Coroner, 1/10/86. (Calendar Item No. 42) (4)

February 18, 1986: Over to the meeting of March 10, 1986 at Mr. Faure's request.

Action: Over to the meeting of March 31, 1986 due to lack of a quorum.

Ike Felzer, 6331 Building Inspector, 16/E-9, Department of Public Works, Building Inspection, 2/5/86. (Calendar Item No. 43) (4)

February 18, 1986: Over to the meeting of March 10, 1986 at Mr. Felzer's request.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Raymond C. Hearne, 8440 Probation Officer, 13.5/CPE-4, Juvenile Court, Probation Services, 1/24/86. (Calendar Item No. 39) (1)

February 18, 1986: Over to the meeting of March 10, 1986.

Action: Approve. Return name to list. The appointing officer agrees to appoint Mr. Hearne to the next vacancy at the Juvenile Court.

William D. Hulburt, 7409 Electrical Transit Service Worker, 47/E-6, Public Utilities Commission, San Francisco Municipal Railway, 2/7/86. (Calendar Item No. 55) (7)

Action: Over to the meeting of March 31, 1986.

Kevin Kaywood, 1920 Inventory Clerk, LT, Department of Public Health, San Francisco General Hospital Medical Center, 1/15/86. (Calendar Item No. 49) (6)

Action: Approve. Not to be employed again by the Department of Public Health.

Michael T. Kenny, Q-2 Police Officer, 9/E-94, San Francisco Police Department, Vice Crimes Division, 1/23/86. (Calendar Item No. 50) (6)

Action: Over to the meeting of April 21, 1986 at the request of Mr. Kenny's attorney.



Elena Orozco, 2320 Registered Nurse, 7/E-24, Department of Public Health, Laguna Honda Hospital, 2/21/86. (Calendar Item No. 53) (7)

Action: Off calendar at the request of Ms. Orozco's attorney.

Miles Reiff, 8202 Security Guard, 58/E-5, San Francisco War Memorial and Performing Arts Center, 2/1/86. (Calendar Item No. 52) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the War Memorial.

Mark Resnick, 2930 Psychiatric Social Worker, 3/E-37, Department of Public Health, Community Mental Health Programs, 12/30/85. (Calendar Item No. 41) (3)

February 3, 1986: Over to the meeting of March 10, 1986 at Mr. Resnick's request.

Action: Off calendar at the request of the department.

Mary Richardson, 2302 Orderly, LT, Department of Public Health, Laguna Honda Hospital, 1/10/86. (Calendar Item No. 40) (1)

February 3, 1986: Over to the meeting of March 10, 1986 at the request of Ms. Richardson's representative.

Action: Over to the meeting of March 31, 1986 due to lack of a quorum.

Donna Terry, 2302 Orderly, 17/E-316, Department of Public Health, Laguna Honda Hospital, 2/6/86. (Calendar Item No. 47) (4)

Action: Return name to list under waiver until this waiver is removed by the General Manager, Personnel after evidence is presented of one (1) year of satisfactory work experience in or out of the City and County Service.

#### A D J O U R N M E N T

This meeting was adjourned in memory of Wilma Johnson who was employed by the Civil Service Commission from May 23, 1980 to September 30, 1984 as a Class 1233 Affirmative Action Specialist.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 31, 1986

PART I - 2:00 P.M.

Present: Commissioner Gloyd  
Commissioner Lee  
Commission Texidor del Portillo

DOCUMENTS DEPT.

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Excused: Commissioner Munson  
Commissioner Powell

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Commissioner Lee presided

MINUTES: Regular Meeting of March 10, 1986.

Action: Approve as amended to incorporate the additional language of "for supervisors, co-workers and other personnel" to Item No. 3 of the action on Item No. 36 (File No. 4970-85).

ANNOUNCEMENTS: The next Civil Service Commission meeting will be held on Monday, April 21, 1986 in Room 282 City Hall.

CLASSIFICATION MATTERS

1055-86 Survey of two positions at the Port of San Francisco. (Calendar Item No. 6).

Action: Over to the meeting of April 21, 1986 at the request of the Port Commission.

1056-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
443-85/86	Arts Commission	Pegan Brooke
444-85/86	Arts Commission	Viola Frey
445-85/86	Arts Commission	Natalie Alper
446-85/86	Arts Commission	Bluepeter Inc.
447-85/86	Arts Commission	Tony Berlant
448-85/86	Arts Commission	Janis Provisor
449-85/86	Arts Commission	Yvonne Jacqueline
450-85/86	City Attorney	Wagner, Hohns, Inglis, Inc
451-85/86	City Attorney	O'Brien-Kreitzberg
452-85/86	City Attorney	O'Brien-Kreitzberg
453-85/86	City Attorney	O'Brien-Kreitzberg
454-85/86	City Attorney	O'Brien-Kreitzberg
455-85/86	City Attorney	O'Brien-Kreitzberg
456-85/86	City Attorney	O'Brien-Kreitzberg
457-85/86	City Attorney	O'Brien-Kreitzberg



CLASSIFICATION MATTERS (Cont.)1056-86  
(Cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
458-85/86	Social Services	Golden Gate Regional Center
459-85/86	Social Services	Geneva Social Development Center
460-85/86	Social Services	SF/SPCA
461-85/86	Social Services	Glide Memorial Church
462-85/86	Social Services	Conard House-San Francisco Support Services
463-85/86	Social Services	Catholic Social Service
464-85/86	Social Services	Association for Retarded Citizens
465-85/86	Social Services	JACKIE
466-85/86	CAO	Eric Hasseltine
467-85/86	Public Works	Chin & Hensolt, Engineers, Inc.
468-85/86	Public Works	Orrick, Herrington & Sutcliff
469-85/86	Public Works	Mayhew & Thiederman, Architects, Inc.
470-85/86	Public Works	Dr. David Jenkins, Inc.
471-85/86	Public Works	Henry L. Chapot
472-85/86	Public Works	Henry L. Chapot
473-85/86	Public Utilities Commission	California Public Health Foundation
474-85/86	Police	Ronald L. Suttles dba Tri-County Extradition
475-85/86	Airports	Kennedy, Jenks, Chilton Engineers
476-85/86	Airports	Law Enforcement Psychological Services, Inc
477-85/86	Port	Port Technologies International
478-85/86	Civil Service Commission	Sacramento Public Affairs Center
479-85/86	Public Health	Hlendon Chubb, Ph.D.
480-85/86	Public Health	International Institute
481-85/86	Human Rights Commission	Stanford Mid Peninsula Urban Coalition-Operation Sentinel
482-85/86	Controller	D8MS, Inc.
483-85/86	Public Works	Training Works
484-85/86	Public Works	Technical Roof Services, Inc.
485-85/86	Public Utilities Commission	Rudolph Metzner, Water Resource Associates





CLASSIFICATION MATTERS (Cont.)

1056-86  
(Cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
486-85/86	Public Utilities Commission/MUNI	Lawrence Lum
487-85/86	Public Health	Regents of the University of California
488-85/86	Public Health	University of California
489-85/86	Public Health	Integrated Clinical Data
490-85/86	Public Health	Arthur Young
491-85/86	Civil Service Commission	Management and Personnel Systems, Inc.
492-85/86	Social Services	Children's Home Society
493-85/86	Public Works	Lewis Lillian

Action:    1.    Contract No. 475-85/86 over to the meeting of  
                                 April 21, 1986 a the request of the Airports  
                                 Commission.

                 2.    Contract No. 461-85/86 over to the meeting of  
                                 April 21, 1986 by Commission action.

                 3.    Adopt staff report on all other contracts; notify  
                                 the offices of the Controller and the Purchaser.

1063-86

Review of requests for approval of proposed personal services  
contracts ("Short-Doyle" Type). (Calendar Item No. 5)

Action:    Adopt staff report; notify the offices of the Controller  
                                 and the Purchaser.

1064-86

Classification of positions in various City Departments. (Calendar  
Item No. 7)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Fire	1	8165 Worker's Compensation Supervisor I (Sch.55.1 \$134981634)	SAME
Public Works	1	1875 Sr. Software Analyst (Sch. 58.5 \$158881927)	SAME

Action:    Adopt staff report.

1065-86

Request from the Department of Public Health to use a class in the  
Staff Assistant, Special Project series as an Epidemiologist in the  
Aids Control Program. (Calendar Item No.8)

Action:    Adopt staff report; approve use of Class 9742 Staff  
                                 Assistant V, Special Project (\$14048W) to employ an  
                                 Epidemiologist for a one year period.



# COMPENSATION MATTERS

2071-86 Request for appointment above the entrance rate for various employees. (Calendar Item No. 9)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Phillip Sowa 1164 Administrator	Public Health	5	5
Melanie Austin 2320 Registered Nurse	Public Health	5	5
Diana Buchbinder 1242 Personnel Analyst	Public Utilities Commission	5	5
Rosita Julie Gonzalez 1242 Personnel Analyst	Civil Service Commission	5	5
Freddie L. Neal 1938 Asst. Stores & Equip. Supervisor	Purchasing	3	3
Gladys Jones 2324 Nursing Supervisor	Public Health	5	5

Action: 1. Request related to Gladys Jones - Off Calendar.  
2. Adopt staff report on the remaining requests.

2073-86 Request for Supervisory Differential Adjustments as provided by Section IV.F of the Salary Standardization Ordinance. (Calendar Item No. 10)

Action: Adopt staff report. Approve Supervisory Differential Adjustments; notify the departments accordingly.

# EXAMINATION MATTERS

3010-86 Appeal of staff's denial of protests regarding Qualification Appraisal examinations for Classes 7340 Maintenance Controller and 7241 Senior Maintenance Controller. (Calendar Item No. 15)

March 10, 1986: Over to the meeting of March 31, 1986 to permit consultation between staff and the appellants. Special Order of Business at 2 P.M.

Action: Adopt staff report; deny protest.

3019-86 Appeal of staff's denial of protests of the oral examination for Class 2946 Senior Eligibility Worker Supervisor. (Calendar Item No. 18)

February 3, 1986: Over to the meeting of March 10, 1986 at the request of the appellants.

March 10, 1986: Over to the meeting of March 31, 1986 at the request of Local 535.

Action: Adopt staff report; deny appeals of John Milosh and Paul Scott.



EXAMINATION MATTERS (Cont.)

3065-86 Appeal of staff's decision in the Administrative Analyst/Management Assistant series of examinations. (Calendar Item No. 21)

March 10, 1986: Over to the meeting of March 31, 1986 due to lack of a quorum. Special Order of Business at 5:30 P.M.

Action: 1. Grant appeal to establish tenure of eligible lists at four (4) years.

2. Deny appeal of Patricia Lyle.

3066-85 Qualifications of Mr. Hiawatha Washington for Class 9141 Transit Manager II. (Calendar Item No. 17)

May 13, 1985: Over to the meeting of June 10, 1985 at Mr. Washington's request.

June 10, 1985: Over to the meeting of June 24, 1985 at request of Transport Workers Union.

June 24, 1985: Over to the meeting of July 8, 1985 at the request of the Transport Workers Union.

July 8, 1985: Over to the meeting of July 22, 1985 at the request of the Transport Workers Union.

July 22, 1985: Over to the first meeting in October at the request of the Transport Workers Union.

October 7, 1985: Over to the meeting of October 21, 1985 at the request of the Transport Workers Union.

October 21, 1985: Over to the meeting of November 4, 1985 at the request of the Transport Workers Union.

November 4, 1985: Over to the meeting of December 2, 1985 at the request of Transport Workers Union.

December 2, 1985: Off calendar at the request of staff.

Action:: Find Hiawatha Washington qualified as to experience in this examination for Class 9141 Transit Manager II.

3069-86 Special Report - employment of Elmer James Williams in Class 2760 Laundry Worker. (Calendar Item No. 16)

March 10, 1986: Over to the meeting of March 31, 1986 due to lack of a quorum. Special Order of Business at 2 P.M.

Action: No future employment by the Department of Public Health.

3081-86 Appeal of staff denial regarding the terms of the announcement for Class 9140 Transit Manager I and 9141 Transit Manager II.(Calendar Item No. 19)

Action: 1. Extend deadline for receipt of applications to May 7, 1986;

2. Notice from Women for Transit Support Services to be included in all application acceptance letters to qualified female candidates;



EXAMINATION MATTERS (Cont.)

3081-86  
(Cont.)

3. All parties will make mutual efforts to recruit qualified women both in and out of the City and County service.

3083-86 Request that Class 8442 Senior Probation Officer, Adult Probation, be issued on a promotive only basis. (Calendar Item No. 11)

Action: Adopt staff report. Approve request as specified in staff report.

3472-85 Appeal of rejection for Class Q-2 Police Officer by Robert Tayac. (Calendar Item No. 13)

December 16, 1985: Over to the meeting of January 10, 1986 at the request of Mr. Tayac's attorney.

January 10, 1986: Over to the meeting of February 3, 1986 at the request of Mr. Tayac's attorney.

February 3, 1986: Over to the meeting of March 10, 1986 at the request of Mr. Tayac's attorney.

March 10, 1986: Over to the meeting of March 31, 1986 at the request of Mr. Tayac's attorney. Special Order of Business at 2:00 P.M.

Action: Grant appeal; find Robert Tayac qualified as to background in the examination for Class Q-2 Police Officer.

3478-85 Appeal of rejection for Class Q-2 Police Officer by Gary K. Fung. (Calendar Item No. 14)

February 3, 1986: Over to the meeting of February 18, 1986. Mr. Fung to be renotified.

February 18, 1986: Over to the meeting of March 10, 1986 at Mr. Fung's request.

March 10, 1986: Over to the meeting of March 31, 1986 due to lack of a quorum. Special Order of Business at 2 P.M.

Action: Sustain the disqualification of Gary K. Fung by the Chief of Police.

IN-SERVICE MATTERS

4127-86 Reconsideration of the decision of the discrimination complaint hearing panel decision. (Calendar Item No. 20)

Action: In accordance with the Commission's authority under Section 3.661c of the Charter of the City and County of San Francisco, the Civil Service Commission takes the following action and directs that it shall forthwith be enforced by every employee and officer:

1. Grant the appeal of Victor Quinonez;





IN-SERVICE MATERS (Cont.)

4127-86  
(Cont.)

2. Grant Victor Guinonez permanent civil service status to the position in Class 7434 Maintenance Machinist Helper at the Public Utilities Commission which he currently holds by virtue of a temporary "near list" appointment pursuant to Rule 32 of the Civil Services Commission Rules;
3. Appoint Victor Quinonez at the fifth (5th) step in the compensation schedule for Class 7434 Maintenance Machinist Helper effective on the date he commenced employment as a certified temporary employee;
4. Grant Victor Quinonez retroactive permanent civil service seniority in Class 7434 Maintenance Machinist Helper to the date he commenced employment as a certified temporary employee.

4249-86      Requests for extension of permanent holdover rights for employees in various classifications. (Calendar Item No. 12)

Adopt:      Adopt staff report.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 31, 1986

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Carl Augustine, 2736 Porter, 7/E-52, Department of Public Health, San Francisco General Hospital Medical Center, 2/3/86. (Calendar Item No. 35) (7)

March 10, 1986: Over to the meeting of March 31, 1986.

Action: Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two year's work experience outside the City and County service.

Ted Bender, 2760 Laundry Worker, 57/E-3, Department of Public Health, Laguna Honda Hospital, 2/6/86. (Calendar Item No. 27) (2)

March 10, 1986: Over to the meeting of March 31, 1986 at the request of Local 250.

Action: Over to the meeting of April 21, 1986 at the request of Local 250.

Street Bonner, 7530 Street Cleaner, 31/E-9, Department of Public Works, Street Cleaning, 3/3/86. (Calendar Item No. 29) (2)

Action: Return name to list under waiver until medically cleared by a physician designated by the Commission.

Raymond Branson, 2606 Senior Food Service Worker, 13/P-1, Department of Public Health, San Francisco General Hospital Medical Center, 1/31/86. (Calendar Item No. 32) (6)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.



John F. Cope, 7342 Locksmith, 13/E-6, Department of Public Works, Building Repair, 12/13/85. (Calendar Item No. 28 (6)

February 3, 1986: Over to the meeting of March 10, 1986 at the request of Mr. Cope's attorney.

March 10, 1986: Over to the meeting of March 31, 1986.

Action: Dismiss from the service. Cancel all current examination and eligiblity status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by he Deparment of Public Works.

John L. Falconi, Jr., 9163 Transit Operator, 1203/E-112, Public Utilities Commission, San Francisco Municipal Railways, 3/3/86. (Calendar Item No. 40) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after saitsfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Thomas Faure, 2580 Coroner's Investigator, 1/E-5, Medical Examiner, Coroner, 1/10/86. (Calendar Item No. 26) (4)

February 18, 1986: Over to the meeting of March 10, 1986 at Mr. Faure's request.

March 10, 1986: Over to the meeting of March 31, 1986 due to lack of a quorum.

Action: No restrictions on future employment.

Jose Guerrero, 8124 Investigator, 6/E-1, San Francisco Police Department, Office of Citizen Complaints, 1/3/86. Calendar Item No. 34) (7)

February 3, 1986: Off calendar at the request of the Equal Employment Opportunity Unit.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Eugene Hawthorne, 2302 Orderly, V-1/E-306, Department of Public Health, San Francisco General Hospital Medical Center, 12/27/85. (Calendar Item No. 30) (6)

February 18, 1986: Over to the meeting of March 31, 1986 at Mr. Hawthorne's request.

Action: Over to the meeting of April 21, 1986. The Commission stipulated that this would be the final continuance.



Cheryl A. Horton, 9163 Transit Operator, 148/E-115, Public Utilities Commission, San Francisco Municipal Railways. 3/18/86. (Calendar Item No. 39) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Mark A. Hubbard, 9163 Transit Operator, 52/E-116, Public Utilities Commission, San Francisco Municipal Railways, 3/3/86. (Calendar Item No. 41) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

William D. Hulburt, 7409 Electrical Transit Service Worker, 47/E-6, Public Utilities Commission, San Francisco Municipal Railway, 2/7/86. (Calendar Item No. 38) (7)

March 10, 1986: Over to the meeting of March 31, 1986.

Action: Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of six months' work experience outside the City and County services. Must submit evidence of satisfactory progress in a rehabilitation program.

Salomon Marin, 9131 Station Agent, 35/CPE-1, Public Utilities Commission, San Francisco Municipal Railway, 1/22/86. (Calendar Item No. 37) (7)

February 18, 1986: Over to the meeting of March 31, 1986 at Mr. Marin's request.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

John M. Murnin, Jr., 7355 Truck Driver, 80/E-2, Department of Public Works, Street Cleaning, 10/25/85. (Calendar Item No. 25) (4)

December 2, 1985: Over to the meeting of December 16, 1985 at Mr. Murnin's request.

December 16, 1985: Over to the meeting of January 10, 1986 at Mr. Murnin's request.

January 10, 1986: Over to the meeting of February 18, 1986 at Mr. Murnin's request.

February 18, 1986: Over to the meeting of March 31, 1986 at the request of Mr. Murnin's attorney.

Action: Over to the meeting of May 5, 1986 at the request of Mr. Murnin's attorney.





Philip A. Pali, 7334 Stationary Engineer, LT, Department of Public Works, Building Repair, 2/24/86. (Calendar Item No. 24) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Cresencia S. Ricardo, 1424 Clerk Typist, 216/E-174, Department of Public works, General Administration, 3/4/86. (Calendar Item No. 33) ((6)

Action: Over to the meeting of April 21, 1986.

Mary Richardson, 2302 Orderly, LT, Department of Public Health, Laguna Honda Hospital, 1/10/86. (Calendar Item No. 23) (1)

February 3, 1986: Over to the meeting of March 10, 1986 at the request of Ms. Richardson's representative.

March 10, 1986: Over to the meeting of March 31, 1986 due to lack of a quorum.

Action: Over to the meeting of April 21, 1986. Refer allegations of discrimination at the Department of Public Health, Laguna Honda Hospital to the Affirmative Action Coordinator for investigation and report by the end of May.

Diana Straton, 2320 Registered Nurse, 10/E-445, Department of Public Health, San Francisco General Hospital Medical Center, 3/5/86. (Calendar Item No. 36) (7)

Action: Over to the meeting of April 21, 1986 at the request of Local 790.

Doris Varnado, 2390 Central Processing and Distribution Technician, 11/P-1, Department of Public Health, San Francisco General Hospital Medical Center, 2/23/86. (Calendar Item No. 31) (6)

Action: Future employment subject to the review and approval of the General Manager, Personnel. Not to be employed again by the Department of Public Health.

#### A D J O U R N M E N T

This meeting was adjourned in memory of Julia Dinneen, mother of our staff member, Leo Dinneen.



IN-SERVICE MATTERS (cont.)

4890-85 Update on Bilingual Needs Survey at San Francisco General Hospital Medical Center. (Calendar Item No. 14)

Action: Over to the meeting of April 21, 1986.

4970-85 Addendum to Civil Service Commission's Affirmative Action Plan to increase representation of women in non-traditional employment within City and County of San Francisco. (Calendar Item No. 36)

November 18, 1985: Over to the meeting of December 2, 1985 at the request of staff.

December 2, 1985: Over to the meeting of December 16, 1985 at the request of staff.

December 16, 1985: Over to the meeting of February 3, 1986 at the request of staff.

February 3, 1986: Over to the meeting of March 10, 1986.

Action: Adopt staff report with the following stipulations:

1. A progress report on this item to be presented to the Commission at the first meeting of June, 1986.
2. The General Manager, Personnel to advise department heads to incorporate this program into the Management-by-Objectives goals of their agencies.
3. The Civil Service Commission Equal Employment Opportunity Unit to develop an outreach and recruitment program for this plan with a training component on sexual harassment for supervisors, co-workers and other personnel.



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CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 5, 1986

PART I - 2:00 P.M.

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Munson (Items Missed: Minutes,  
5,6,7,8,9,10, and 13)  
Commissioner Powell  
Commissioner Texidor del Portillo (Items Missed: Minutes,  
5,6,7,8,9,10,13,14,15, and  
16)

Commissioner Lee presided.

MINUTES: Regular Meeting of April 21, 1986.

DOCUMENTS DEPT.

Action: Approve.

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CLASSIFICATION MATTERS

1055-86 Survey of two positions at the Port of San Francisco.  
(Calendar Item No. 10)

March 31, 1986: Over to the meeting of April 21, 1986 at  
the request of the Port Commission.

April 21, 1986: Over to the meeting of May 5, 1986 at the  
request of the Port Commission.

Action: Over to the meeting of May 19, 1986 at the request of  
the Port Commission.

1076-86 Review of requests for approval of proposed personal services  
contracts. (Calendar Item No. 6)

April 21, 1986: Over to the meeting of May 5, 1986 at the  
request of the Port Commission.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
556-85/86	Port	Philip E. Kern

Action: Off calendar.

1085-86 Request from the City Attorney's Office to utilize Class 9736 Staff  
Assistant II, Special Project, to employ Legal Interns for a period  
not to exceed twelve (12) months. (Calendar Item No. 7)

Action: Adopt staff report; approve use in Class 9736 Staff  
Assistant II, Special Project, (\$990 8/W) to employ two  
to four (2-4) Legal Interns for the Office of the City  
Attorney for fiscal year 1986-87.



CLASSIFICATION MATTERS (cont.)

1086-86 Classification of one budgeted position in the new Class of 2122 Director of Patient Financial Services and Admissions. (Calendar Item No. 8)

Action: Adopt staff report.

1. Establish new classification of 2122 Director of Patient Financial Services and Admissions (1985-86: Sch. J,Z 53.5 \$124981513; 1986-87: Sch. J,Z 54.6 \$131681596), class specification as detailed in the staff report.
2. Allocate one position approved in the budget as 2124 Director of Admissions, San Francisco General Hospital (1985-86 Sch. 54.1 \$128581558; 1986-87 55.6 \$138181674) to Class 2122 Director of Patient Financial Services and Admissions.
3. Amend Section 85-00-00 of the Annual Salary Ordinance administratively to reflect this action.

1087-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
562-85/86	Controller	Corporate Decision Systems
563-85/86	Controller	Metasys, Inc.
564-85/86	County Clerk	National Center for State Courts
565-85/86	Mayor's Office of Emergency Services	Office of Emergency Services/Calif. Specialized Training Institute
566-85/86	Public Utilities Commission	Mason Tillman Associates
567-85/86	Public Utilities Commission	Energy Management Services
568-85/86	Public Works	Reed Corp.
569-85/86	Public Works	F.W. Associates
570-85/86	Public Works	Harding Lawson Associates
571-85/86	Public Works	Signet Testing Labs
572-85/86	Recorder	JPM Computer Consulting
573-85/86	Social Services	Carolyn B. Block, Ph.D.
574-85/86	Social Services	Alicia F. Lieberman, Ph.D.
575-85/86	Social Services	Martin E. Glasser, M.D.
576-85/86	Public Health	Family Service Agency
577-85/86	Public Health	Doyle, Williams & Co., CPA's
578-85/86	Parking Authority	Testing Engineers
579-85/86	Human Rights Commission	New College of California Work-Study Program
580-85/86	Public Utilities Commission	Quality Control Inspection





CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
581-85/86	Public Utilities Commission	Signet Testing Laboratories
582-85/86	Public Utilities Commission	J.H. Kleinfelder & Associates

Action:

1. Contract Number 566-85/86 off calendar at the request of the Public Utilities Commission and Local 200.
2. Adopt staff report on the remaining contracts; notify the offices of the Controller and the Purchaser.

1088-86 Advance approval of proposed personal services contracts for the City Attorney's Office. (Calendar Item No. 9)

Action: Adopt staff report.

1. Approve for the 1986-87 fiscal year, all personal services contracts engaged in between the City Attorney's Office and accredited law schools for the purpose of securing the services of law student interns.
2. Advise the City Attorney's Office to submit semi-annual student intern affirmative action data to the Civil Service Commission EEO Unit for monitoring.

EXAMINATION MATTERS

3090-86 Appeal of staff denial of protest on terms of examination announcement for Class 2978 Contract Compliance Officer II. (Calendar Item No. 13)

Action: Adopt staff report; deny appeal of Robert Fullerton.

3104-86 Appeal of staff decision in the examination for Class 9157 Claims Adjuster. (Calendar Item No. 15)

Action: Adopt staff report; deny appeals of Arnold Jones and Irene Casserly.

3113-86 Appeal of staff decision in the examinations for Class 5210 Senior Civil Engineer and Class 5212 Principal Civil Engineer. (Calendar Item No. 14)

Action: Adopt staff report; deny appeal of Stephen H. Soo.

3114-86 Appeal of staff decision in the examination for Class 8306 Senior Deputy Sheriff. (Calendar Item No. 17)

Action: Adopt staff report; deny all appeals.



IN-SERVICE MATTERS

4128-86 Appeal by the San Francisco Interns and Residents Association of dismissal of unfair labor relations practice claim.  
(Calendar Item No. 18)

February 18, 1986: Over to the meeting of March 10, 1986.

March 10, 1986: Over to the meeting of April 21, 1986 at the request of San Francisco Interns and Residents Association.

April 21, 1986: Over to the meeting of May 5, 1986.  
Special Order of Business at 5:30 P.M.

- Action:
1. Grant appeal of the San Francisco Interns and Residents Association regarding dismissal by the General Manager, Personnel of the unfair labor practice claim;
  2. The City and County shall cease and desist from refusing to execute memoranda of understanding on the grounds that interns and residents are not employees within the meaning of Section 3501 of the Meyers-Milias-Brown Act;
  3. The agreement previously negotiated between the Department of Public Health and the San Francisco Interns and Residents Association shall be submitted for action by the Board of Supervisors;
  4. The City Attorney shall cease and desist from refusing to approve as to form the current agreement on the grounds that it covers individuals who are not employees within the meaning of Section 3501 of the Meyers-Milias-Brown Act.

4300-86 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period for various classes from six (6) months to one (1) year. (Calendar Item No. 16)

- April 21, 1986:
1. Post Class 0280 Deputy Clerk, Municipal Court, Class 2806 Disease Control Investigator and Class 8238 Police Communications Dispatcher for adoption at the meeting of May 5.
  2. Post Class 8440 Probation Officer and Class 8442 Senior Probation Officer for adoption at the meeting of May 19.

- Action:
1. Proposal related to Class 8238 off calendar to complete meet and confer process.
  2. Adopt staff report; amend Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period from six (6) months to one (1) year for Class 0280 Deputy Clerk, Municipal Court, and Class 2806 Disease Control Investigator.

4369-86 Commendation for Sam Araboglou, Class 1658 Chief Accountant, Office of the Controller, upon his retirement after thirty-five years of service. (Calendar Item No. 4)

Action: Approve.



IN-SERVICE MATTERS (cont.)

4370-86 Commendation for Mary Oldham, Class 1446 Secretary II, San Francisco Community College District, upon her retirement after thirty-five years of service. (Calendar Item No. 4A)

Action: Approve.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 5, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Louis Berry, 7346 Painter, 49/E-7, Department of Public Works, Building Repair, December 6, 1985. (Calendar Item No. 22) (4)

December 16, 1985: Off calendar at the request of Civil Service Commission Equal Employment Opportunity staff.

April 21, 1986: Over to the meeting of May 5, 1986 at Mr. Berry's request.

Action: Return name to list. Not to be employed again by the Department of Public Works.

Ethaniel J. Brooks, 1480 Principal Water Services Clerk, 8/CPE-1, Public Utilities Commission, San Francisco Water Department, 4/15/86. (Calendar Item No. 30) (7)

Action: Over to the meeting of May 19, 1986 at Mr. Brooks' request.

Kathleen M. DeMarlo, 8214 Parking Control Officer, 74/E-15, San Francisco Police Department, Traffic Division, 4/4/86. (Calendar Item No. 26) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Reginald Ford, 8222 Housing Authority Police Officer, San Francisco Police Department, Housing Police Division, 4/15/86. (Calendar Item No. 32) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.





William Harlan, 8318 Counselor II, 54/CPE-2, Juvenile Court, Juvenile Hall, 4/7/86. (Calendar Item No. 24) (4)

Action: Over to the meeting of May 19, 1986 at request of Local 790.

Rita Jenkins, 2305 Psychiatric Technician, 12/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 3/4/86. (Calendar Item No. 27) (6)

Action: Over to the meeting of May 19, 1986 at the request of the Department of Public Health.

Robert Lundstrom, 3630 Librarian I, 35/E-50, San Francisco Public Library, General Reference Division, 4/17/86. (Calendar Item No. 25) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Public Library.

John M. Murnin, Jr., 7355 Truck Driver, 80/E-2, Department of Public Works, Street Cleaning, 10/25/85. (Calendar Item No. 21) (4)

December 2, 1985: Over to the meeting of December 16, 1985 at Mr. Murnin's request.

December 16, 1985: Over to the meeting of January 10, 1986 at Mr. Murnin's request.

January 10, 1986: Over to the meeting of February 18, 1986 at Mr. Murnin's request.

February 18, 1986: Over to the meeting of March 31, 1986 at the request of Mr. Murnin's attorney.

March 31, 1986: Over to the meeting of May 5, 1986 at the request of Mr. Murnin's attorney.

Action: Off calendar. Mr. Murnin to notify the Assistant Secretary when prepared to proceed; however, this matter will not be held in abeyance beyond the first meeting in August, 1986. Mr. Murnin to remain ineligible for all employment with the City and County of San Francisco pending final Commission action on this matter.

Marvin H. Owens, 9163 Transit Operator, 108/E-118, Public Utilities Commission, San Francisco Municipal Railway, 4/7/86. (Calendar Item No. 23) (4)

Action: Over to the meeting of May 19, 1986 at Mr. Owens' request.



Mario Salgado, 8321 Counselor-Boys Ranch School, 17/CPE-1, Juvenile Court, Log Cabin Ranch, 4/2/86. (Calendar Item No. 31) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Juvenile Court.

George Taban, 9163 Transit Operator, 1161/E-112, Public Utilities Commission, San Francisco Municipal Railway, 4/9/86. (Calendar Item No. 28) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Gregory Thornton, 9131 Station Agent, 64/E-1, Public Utilities Commission, San Francisco Municipal Railway, 3/21/86. (Calendar Item No. 29) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Zenobia C. Tucker, 2302 Orderly, 30/E-313, Department of Public Health, Laguna Honda Hospital, 4/25/86. (Calendar Item No. 34) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Alarice V. Vaughnes, 7372 Stationary Engineer, Sewage Plant, LT, Department of Public Works, Water Pollution Control, 4/11/86. (Calendar Item No. 20) (1)

Action: Over to the meeting of May 19, 1986 at the request of Local 39.

John L. Williams, 2708 Custodian, 150/E-1, Department of Public Works, Building Repair, 4/11/86. (Calendar Item No. 33) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 19, 1986

PART I - 2:00 P.M.

DOCUMENTS DEPT.

MAY 27 1986

SAN FRANCISCO  
PUBLIC LIBRARY

Present: Commissioner Gloyd  
Commissioner Lee (Item Missed: 19)  
Commissioner Powell  
Commissioner Texidor del Portillo

Excused: Commissioner Munson

Commissioner Lee presided.

MINUTES: Regular Meeting of May 5, 1986.

Action: Approve.

CLASSIFICATION MATTERS

1055-86 Survey of two positions at the Port of San Francisco.  
(Calendar Item No. 6)

March 31, 1986: Over to the meeting of April 21, 1986 at  
the request of the Port Commission.

April 21, 1986: Over to the meeting of May 5, 1986 at the  
request of the Port Commission.

May 5, 1986: Over to the meeting of May 19, 1986 at the  
request of the Port Commission.

Action: Adopt staff report.

1. Establish a new classification of 9358 Crane Mechanic Supervisor (Sch. 59.1 \$163481985; enter @ Step 5)(Recommended rate for 1986-87: Sch. 60.0 \$170682074; enter @ Step 5); class specification as detailed in the staff report.
2. Allocate one position approved in the budget as A722 Crane Mechanic Supervisor I (J,SC \$217882178) to Class 9358 Crane Mechanic Supervisor.
3. Establish a new classification of 9359 Assistant Superintendent, Harbor Maintenance, Crane (Sch. 60.3 \$173182104)(Recommended rate for 1986-87: Sch. 61.2 \$180982199); class specification as detailed in the staff report.
4. Reclassify one position budgeted in Class 7238 Electrician Supervisor I (Sch. 57.6 \$152081844) to Class 9359 Assistant Superintendent, Harbor Maintenance, Cranes when this action does not adversely affect the incumbent.
5. Advise the Department to submit a Supplemental Appropriation Request to adjust its budget.
6. Amend the Annual Salary Ordinance to reflect these actions.

1056-86 Review of requests for approval of proposed personal services contract. (Calendar Item No. 12)

March 31, 1986: 1. Contract No. 475-85/86 over to the  
meeting of April 21, 1986 at the request  
of the Airports Commission.



CLASSIFICATION MATTERS (cont.)

1056-86  
(cont.)

2. Contract No. 461-85/86 over to the meeting of April 21, 1986 by Commission action.

April 21, 1986:

1. Contract Number 475-85/86 over to the meeting of May 19, 1986 at the request of the Airports Commission.
2. Adopt staff report on Contract Number 461-85/86; notify the offices of the Controller and the Purchaser.

NUMBER

DEPARTMENT

CONTRACTOR

475-85/86

Airports

Kennedy, Jenks, Chilton  
Engineers

Action: Off calendar at the request of the Airports Commission.

1095-86 Amendment of class specifications for Police Communications Dispatcher classes to conform to current specification format. (Calendar Item No. 9)

Action: Off calendar at the request of the San Francisco Police Department.

1096-86 Review of requests for approval of proposed personal services contracts ("Short-Doyle" Type). (Calendar Item No. 5)

NUMBER

DEPARTMENT

CONTRACTOR

583-85/86

Public Health

Catholic Social Service of  
San Francisco

584-85/86

Public Health

OBECA/Arriba Juntos  
Institute for the Arts of  
Living

585-85/86

Public Health

Edgewood Children's Center

586-85/86

Public Health

District IV (Northeast)  
Community Advisory Board

587-85/86

Public Health

Westside Community Mental  
Health Center, Inc.

588-85/86

Public Health

Volunteer Center of S.F.

589-85/86

Public Health

Audrey L. Smith Development  
Center

590-85/86

Public Health

Community Advisory Board,  
District V Health and  
Mental Health

591-85/86

Public Health

Mt. Zion Hospital and  
Medical Center

592-85/86

Public Health

Regents of the University  
of California Center on  
Deafness

593-85/86

Public Health

Regents of the University  
of California, Langley  
Porter Hospital & Clinics





CLASSIFICATION MATTERS (cont.)

1096-86  
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
594-85/86	Public Health	North of Market Senior Services
595-85/86	Public Health	Conard House, Inc.
596-85/86	Public Health	District I Community Advisory Board, Inc.
597-85/86	Public Health	Progress Foundation
598-85/86	Public Health	Ramsell Corporation
599-85/86	Public Health	Richmond Area Multi-Services, Inc.
600-85/86	Public Health	Youth Projects, Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1097-86

Request to use two positions in Class 9738 Staff Assistant III, Special Project (\$105881058) in the Civil Service Commission, Equal Employment Opportunity Unit. (Calendar Item No. 10)

Action: Adopt staff report; approve the use of Class 9738 Staff Assistant III, Special Project to employ a Disabled Program Specialist and a Women's Employment Coordinator for a period of one year.

1098-86

Classification of positions in various City departments. (Calendar Item No. 7)

<u>Department</u>	<u>No. Post.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Purchasing	1	1952 Purchaser (Sch. 49.6 \$103781255)	Same
	1	1426 Senior Clerk Typist (Sch. 40.2 \$6648803)	Same
	1	1630 Account Clerk (Sch. 38.9 \$6258755)	Same
	1	1720 Data Entry Operator (Sch. 38.2 \$6058731)	Same
Purchasing	1	1956 Senior Purchaser (Sch. 53.6 \$125581520)	Same
	1	1446 Secretary II (Sch. 42.2 \$7318882)	Same
County Clerk	1	1819 MIS Specialist III (Sch. 54.1 \$128581558)	Same
Airport	1	5266 Architectural Associate I (Sch. 55.4 \$136881658)	5265 Architectural Associate I (Sch. 52.4 \$118581436)



CLASSIFICATION MATTERS (cont.)

1098-86 (cont.)	<u>Department</u>	<u>No. Post.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
	District Attorney	1	1868 Teleprocessing Technician (Sch. 47.6 \$94381141)	1818 Management Information Systems Specialist II (Sch. 50.1 \$106281285)
		1	1855 Senior Control Clerk, EDP (Sch. 43.2 \$7668925)	1853 Control Clerk, EDP (Sch. 41.2 \$6978842)

Action: Adopt staff report.

1101-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
601-85/86	Arts Commission	Anne Rosenthal
602-85/86	Fire	Psychological & Human Resources Consultants
603-85/86	CAO	Golden Gate Disposal Company
604-85/86	CAO	Sunset Scavenger Company
605-85/86	CAO	Haight Ashbury Neighborhood Council (HANC)
606-85/86	Mayor's Office	HOK Sports & Crosby, Thorton and Marshall
607-85/86	Police	Analysis Central
608-85/86	Port	Osgren Associates, Inc.
609-85/86	Public Utilities Commission	Information Systems Assoc.
610-85/86	Public Utilities Commission	Automated Business Solutions
611-85/86	Public Utilities Commission	C.G. Computer
612-85/86	Public Utilities Commission	G.W. Consulting
613-85/86	Public Utilities Commission	Morrison-Knudsen Engineers Inc.
614-85/86	Recorder	JPM Computer Consulting
615-85/86	Public Health	San Francisco Senior Center
616-85/86	Public Health	Victor Wai-Man Yick
617-85/86	Public Health	Lee Ann Slinkard
618-85/86	Public Health	Steven Gee
619-85/86	Public Health	Medical Information Assoc.
620-85/86	Public Health	Peter B. Harrison, M.D.



CLASSIFICATION MATTERS (cont.)

1101-86 (cont.)	<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
	621-85/86	Public Health	Northeast Medical Services
	622-85/86	Public Health	UC Regents/San Francisco General Hospital
	623-85/86	Public Health	Native American Health Center
	624-85/86	Public Health	St. Luke's Neighborhood Clinic
	625-85/86	Public Health	Mt. Zion Hospital & Medical Center-Teenage Perinatal Care Program
	626-85/86	Public Health	Mission Neighborhood Health Center
	627-85/86	Public Health	International Institute/Newcomer's Program
	628-85/86	Public Health	Family Service Agency/TAPP Comprehensive Perinatal Care
	629-85/86	Public Health	Ella Hill Hutch Community Center
	630-85/86	Public Health	Mt. Zion Hospital & Medical Center, Adolescent Family Life Program
	631-85/86	Public Health	Family Service Agency/TAPP Adolescent Family Life Program
	632-85/86	Public Health	Regents-UCSF (AIDS Health Project)
	633-85/86	Public Health	Regents, UCSF/Dept. of Psychiatry
	634-85/86	Public Health	S.F. AIDS Foundation
	635-85/86	Public Health	S.F. AIDS Foundation
	636-85/86	Public Health	S.F. AIDS Foundation
	637-85/86	Public Health	Youth Projects, Inc., Haight Ashbury Free Medical Clinic
	638-85/86	Public Health	Stop AIDS Project
	639-85/86	Public Health	Hospice of San Francisco
	640-85/86	Public Health	Pacific Presbyterian Medical Center-Garden Sullivan Hospital
	641-85/86	Public Health	Pacific Presbyterian Medical Center-Garden Sullivan Hospital
	642-85/86	Public Health	Pacific Mental Health-Operation Concern
	643-85/86	Public Health	Shanti Project

Action: 1. Contract Number 613-85/86 over to the meeting of  
June 2, 1986.



CLASSIFICATION MATTERS (cont.)

1101-86  
(cont.)

2. Adopt staff report on the remaining contracts; notify the offices of the Controller and the Purchaser.

1103-86 Request from the Public Utilities Commission, Utilities Engineering Bureau to make a temporary exempt appointment in Class 5504 Project Manager II, per Charter Section 8.300 (5). (Calendar Item No. 168)

Action: Over to the meeting of June 2, 1986 at the request of Local 21.

COMPENSATION MATTERS

2110-86 Request for appointment above the entrance rate for various employees. (Calendar Item No. 8)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Deborah R. Rohrer 1887 Manager, Bureau of Claims and Contracts	Public Utilities Commission	3	3
Thomas Manning 8176 Trial Attorney Civil & Criminal	District Attorney	5	5
Michael Osborne 8176 Trial Attorney Civil & Criminal	District Attorney	5	5
Robert Moore 8176 Trial Attorney Civil & Criminal	District Attorney	5	5
Joseph Hoffman 8176 Trial Attorney Civil & Criminal	District Attorney	4	4
Martin Love 8176 Trial Attorney Civil & Criminal	District Attorney	3	3
Gregg Lowder 8176 Trial Attorney Civil & Criminal	District Attorney	4	4
Sarai K. Obermeyer 8176 Trial Attorney Civil & Criminal	District Attorney	4	4
Lee Alan Tyler 8146 District Attorney Investigator	District Attorney	3	3
Malcolm Vaughan 8146 District Attorney Investigator	District Attorney	4	4
Elizabeth Leong 6120 Environmental Health Inspector	Public Health	5	5





COMPENSATION MATTERS

2110-86  
(cont.)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Shirley Jones 2930 Psychiatric Social Worker	Public Health	3	3
Stella Ong 1655 Systems Accountant	Controller	5	5
Ann Adams 1874 Senior Systems Analyst	Controller	4	4
Mary Figliulo 1874 Senior Systems Analyst	Controller	3	3
Lawrence Litchfield 5179 Assistant Superintendent, Building Inspection Administration	Public Works	3	3
Marion King 8180 Principal Attorney	City Attorney	4	4

Action: Adopt staff report.

IN-SERVICE MATTERS

4300-86

Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period for various classes from six (6) months to one (1) year. (Calendar Item No. 16A)

- April 21, 1986:
1. Post Class 0280 Deputy Clerk, Municipal Court, Class 2806 Disease Control Investigator and Class 8238 Police Communications Dispatcher for adoption at the meeting of May 5.
  2. Post Class 8440 Probation Officer and Class 8442 Senior Probation Officer for adoption at the meeting of May 19.
- May 5, 1986:
1. Proposal related to Class 8238 off calendar to complete meet and confer process.
  2. Adopt staff report; amend Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period from six (6) months to one (1) year for Class 0280 Deputy Clerk, Municipal Court, and Class 2806 Disease Control Investigator.

Action: Over to the meeting of June 16, 1986.

4389-86

Request for extension of permanent holdover rights in Class 1654 Principal Accountant. (Calendar Item No. 11)

Action: Adopt staff report.



IN-SERVICE MATTERS (cont.)

4390-86 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period for Class 9217 Deputy Chief, Bureau of Airport Police from six (6) months to one (1) year. (Calendar Item No. 13)

Action: Post for adoption at the meeting of June 2, 1986.

4391-86 Appeal of the decision of the General Manager, Personnel to authorize a non-civil service appointment in Class 9141 Transit Manager II, Public Utilities Commission, San Francisco Municipal Railway. (Calendar Item No. 16)

Action: Over to the meeting of June 16, 1986 at the request of Transport Workers Union.

4400-86 Request from Deputy City Attorney Judith L. Teichman for consent to withdraw as counsel of record in the matter of San Francisco Interns and Residents Association v. City and County of San Francisco, Superior Court No. 836-022. (Calendar Item No. 13A)

Action: Grant request.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 19, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Michael Anderson, 2930 Psychiatric Social Worker, 49/E-38,  
Department of Public Health, Community Mental Health, 4/11/86.  
(Calendar Item No. 22) (4)

Action: Over to the meeting of June 2, 1986 at Ms. Anderson's  
request.

Ethaniel J. Brooks, 1480 Principal Water Services Clerk, 8/CPE-1,  
Public Utilities Commission, San Francisco Water Department,  
4/15/86. (Calendar Item No. 31) (7)

May 5, 1986: Over to the meeting of May 19, 1986 at Mr.  
Brooks' request.

Action: Cancel all current examination and eligibility status.  
Future employment subject to review and approval of the  
General Manager, Personnel after satisfactory completion  
of one year's work experience outside the City and  
County service. Not to be employed again by the Public  
Utilities Commission.

Reginald Carter, 1650 Accountant, 64/E-41, San Francisco Port  
Commission, 5/5/86. (Calendar Item No. 23) (4)

Action: Dismiss from the Service. Cancel all current  
examination and eligibility status. Future employment  
subject to review and approval of the General Manager,  
Personnel after satisfactory completion of four (4)  
year's work experience outside the City and County  
service.

Patricia Chavez, 8320 Counselor, 21/CPE-2, Juvenile Court, Juvenile  
Hall, 5/20/85. (Calendar Item No. 26) (6)

June 24, 1985: Over to the meeting of July 8, 1985 at Ms.  
Chavez's request.

July 8, 1985: Over to the meeting of July 22, 1985 at the  
request of Juvenile Court.

July 22, 1985: Over to the meeting of August 26, 1985 at  
Ms. Chavez's request.

August 26, 1985: Over to the meeting of October 7, 1985 at  
request of Ms. Chavez's attorney.



October 7, 1985: : Over to the meeting of October 21, 1985 at the request of Ms. Chavez's attorney.

October 21, 1985: Over to the meeting of November 4, 1985. The Commission stipulated that no further requests for continuance would be granted.

November 4, 1985: Off calendar. Refer to the Civil Service Commission Equal Employment Opportunity Unit for investigation.

Action: Approve. No future employment in the Juvenile Counselor series of classes.

Lanice Edwards, 2110 Medical Records Clerk, 3/E-6, Department of Public Health, San Francisco General Hospital Medical Center, 4/28/86. (Calendar Item No. 32) (7)

Action: Over to the meeting of June 16, 1986 at the request of Local 790.

George Gershwin, 1426 Senior Clerk Typist, 1/CPE-49, Department of Social Services, 4/25/86. (Calendar Item No. 28) (6)

Action: Approve. Not to be employed again by the Department of Social Services.

William Harlan, 8318 Counselor II, 54/CPE-2, Juvenile Court, Juvenile Hall, 4/7/86. (Calendar Item No. 20) (4)

May 5, 1986: Over to the meeting of May 19, 1986 at request of Local 790.

Action: Over to the meeting of June 16, 1986 at the request of Mr. Harlan's attorney.

Leo R. Hensley, 7355 Truck Driver, 86/E-2, Department of Public Works, Street Cleaning, 5/5/86. (Calendar Item No. 24) (4)

Action: Return name to list. Department to which certified shall be apprised of conviction record in advance of appointment.

Rita Jenkins, 2305 Psychiatric Technician, 12/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 3/4/86. (Calendar Item No. 27) (6)

May 5, 1986: Over to the meeting of May 19, 1986 at the request of the Department of Public Health.

Action: Over to the meeting of June 2, 1986 at Ms. Jenkins' request.

Bernice Larry, 2312 Licensed Vocational Nurse, 3/E-67, Department of Public Health, San Francisco General Hospital Medical Center, 1/29/86. (Calendar Item No. 29) (6)

Action: Approve. No future employment as a Licensed Vocational Nurse.





Ricardo M. Mora, 8214 Parking Control Officer, 51/E-14, San Francisco Police Department, Traffic Division, 4/18/86. (Calendar Item No. 30) (6)

Action: Approve. Not to be employed again by the San Francisco Police Department.

Marvin H. Owens, 9163 Transit Operator, 108/E-118, Public Utilities Commission, San Francisco Municipal Railway, 4/7/86. (Calendar Item No. 21) (4)

May 5, 1986: Over to the meeting of May 19, 1986 at Mr. Owens' request.

Action: Over to the meeting of June 2, 1986 at Mr. Owens' request.

Michael R. Redman, 7311 Cement Mason, 16/E-06, Department of Public Works, Building Repair, 5/2/86. (Calendar Item No. 25) (4)

Action: Over to the meeting of June 16, 1986 at the request of Mr. Redman's attorney.

Mary Richardson, 2302 Orderly, LT, Department of Public Health, Laguna Honda Hospital, 1/10/86. (Calendar Item No. 18) (1)

February 3, 1986: Over to the meeting of March 10, 1986 at the request of Ms. Richardson's representative.

March 10, 1986: Over to the meeting of March 31, 1986 due to lack of a quorum.

March 31, 1986: Over to the meeting of April 21, 1986. Refer allegation of discrimination at the Department of Public Health, San Francisco General Hospital, to the Civil Service Commission Affirmative Action Coordinator for investigation and report by the end of May.

April 21, 1986: Over to the meeting of May 19, 1986 at the request of Local 250.

Action: Over to the meeting of June 16, 1986 at the request of Ms. Richardson's attorney.

Alarice V. Vaughnes, 7372 Stationary Engineer, Sewage Plant, LT, Department of Public Works, Water Pollution Control, 4/11/86. (Calendar Item No. 19) (1)

May 5, 1986: Over to the meeting of May 19, 1986 at the request of Local 39.

Action: Approve. Ineligible for employment with the Department of Public Works for two (2) years.



3 Calendar - 11/10/1986  
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12/86  
CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 2, 1986

PART I - 2:00 P.M.

DOCUMENTS DEPT.

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Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Munson  
  
Commissioner Powell  
Commissioner Texidor del Portillo

(Items Missed: 1, 2, 3, 5,  
6, 8, 9, 10, 11, 12, & 13)

Commissioner Lee presided

MINUTES: Regular Meeting of May 19, 1986.

Action: Approve.

ANNOUNCEMENT

The Civil Service Commission has cancelled its meeting of Monday, July 7, 1986 and will meet instead on Monday, June 30. This meeting will be held in Room 2C (Basement) City Hall. The Commission will consider items of regular business (classification, compensation, examination and in-service matters) at 2 P.M. Separations from the Service will be heard following the regular agenda, however, roll call for the separation calendar will be held at 3 P.M.

The Commission will otherwise adhere to its regular meeting schedule in June and July and will meet on Monday, June 16 and Monday, July 21. These meetings will be held in Room 282 City Hall.

ELECTION OF OFFICERS

The following officers were elected for terms of office ending May 31, 1987:

President: Carlota Texidor del Portillo  
Vice President: A. Lee Munson

CLASSIFICATION MATTERS

1101-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 12)

May 19, 1986: Contract Number 613-85/86 Over to the meeting of June 2, 1986.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
613-85/86	Public Utilities Commission	Morrison-Knudsen Engineers Inc.

Action: Over to the meeting of June 16, 1986 at the request of Local 21.

1103-86 Request from the Public Utilities Commission, Utilities Engineering Bureau to make a temporary exempt appointment in Class 5504 Project Manager II, per Charter Section 8.300 (5). (Calendar Item No. 13)

May 19, 1986: Over to the meeting of June 2, 1986 at the request of Local 21.

Action: Over to the meeting of June 16, 1986 at the request of Local 21.



CLASSIFICATION MATTERS (cont.)

1105-86 Review of requests for approval of proposed personal services contracts ("Short-Doyle" Type). (Calendar Item No. 8)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
644-85/86	Public Health	Mission Council on Alcoholism for the Spanish Speaking, Inc.
645-85/86	Public Health	National Council on Alcoholism - Bay Area
646-85/86	Public Health	Bayview-Hunter's Point Foundation for Community Improvement, Inc.
647-85/86	Public Health	California Alcoholism Treatment Services, Inc.
648-85/86	Public Health	Swords to Plowshares
649-85/86	Public Health	Canon Kip Community House
650-85/86	Public Health	Bayview Hunter's Point Foundation
651-85/86	Public Health	Central City Hospitality House
652-85/86	Public Health	Crestwood Hospitals, Inc.
653-85/86	Public Health	Family Service Agency of S.F.
654-85/86	Public Health	Pacific Mental Health Services, Inc.
655-85/86	Public Health	Baker Places, Inc.
656-85/86	Public Health	Henry Ohlhoff House
657-85/86	Public Health	Liberation House, Inc.
658-85/86	Public Health	North of Market Senior Services
659-85/86	Public Health	Pacific Mental Health Services, Inc.
660-85/86	Public Health	S.F. Mental Health Funds, Inc.
661-85/86	Public Health	St. Vincent de Paul Society of S.F.
662-85/86	Public Health	Women's Alcoholism Center
663-85/86	Public Health	Youth Projects, Inc.
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

1106-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 7)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
664-85/86	Airport	Jefferson Associates, Inc.



CLASSIFICATION MATTERS (cont.)

(1106-86)  
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
665-85/86	Airport	Daniel Mann, Johnson & Mendenhall
666-85/86	Convention Facilities	Edgar Dunn & Company
667-85/86	CAO	Amy Perlmutter
668-85/86	Police	Arthur Rose
669-85/86	Public Health	Laventhol & Horwath
670-85/86	Public Health	Mary Bergquist
671-85/86	Public Health	Linn Jones, Ph.D.
672-85/86	Public Utilities Commission	EIP Associates
673-85/86	Public Utilities Commission	Newcomb Anderson Associates
674-85/86	Public Utilities Commission	Ammann & Whitney-Danpower
675-85/86	Recreation & Parks	The Duffey Company
676-85/86	Social Services	Valata Jenkins-Monroe, Ph.D.
677-85/86	Social Services	J. Donald Cohon, Jr., Ph.D.
678-85/86	Social Services	Eugenia Perez, Ph.D.
679-85/86	Social Services	Children's Home Society
680-85/86	Public Health	SMS Corp.
681-85/86	Public Health	Terryl Kistler
682-85/86	Public Health	Aquarius Public Management, Inc.
683-85/86	Controller	Metasys, Inc.
684-85/86	Library	Mobius Management Systems, Inc.

- Action:
1. Contracts 664-85/86 and 665-85/86 over to the meeting of June 16, 1986.
  2. Adopt staff report on the remaining contracts; notify the offices of the Controller and the Purchaser.

1107-86 Request to amend the specification for Class 2322 Head Nurse and to classify one budgeted position at San Francisco General Hospital. (Calendar Item No. 9)

Action: Adopt staff report.

1. Amend the specification for Class 2322 Head Nurse, class specification as detailed in the staff report.
2. Allocate one position budgeted as A633 Base Station Coordinator (Sch. 56.0 J \$1407B1706) to Class 2322 Head Nurse (Sch. 55.3 \$136281650).
3. Amend Section 860100 of the Annual Salary Ordinance administratively.





CLASSIFICATION MATTERS (cont.)

(1107-86)  
(cont.)

4. Advise the Decentralized Civil Service Unit of the Department of Public Health to administer an examination for Class 2322 Head Nurse, Base Station.

COMPENSATION MATTERS

2115-86 Requests for supervisory differential adjustments as provided by Section IV.F of the Salary Standardization Ordinance. (Calendar Item No. 10)

Action: Adopt staff report; approve supervisory differential adjustments; notify the departments accordingly.

EXAMINATION MATTERS

3070-86 Appeal of staff's denial of protests on the experience requirements for Class 9139 Transit Supervisor. (Calendar Item No. 16)

Action: Over to the meeting of June 16, 1986 at the request of staff.

3135-86 Request to participate in the examination for Class 2944 Child Welfare Supervisor. (Calendar Item No. 17)

Action: Adopt staff report; deny request of Virginia Buccello.

IN-SERVICE MATTERS

4390-86 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period for Class 9217 Deputy Chief, Bureau of Airport Police from six (6) months to one (1) year. (Calendar Item No. 11)

May 19, 1986: Post for adoption at the meeting of June 2, 1986.

Action: Adopt.

4394-86 Commendation for Edward J. Love, Class 2580 Coroner's Investigator, Coroner's Office, upon his retirement after twenty-four years of service. (Calendar Item No. 5)

Action: Approve.

4422-86 Commendation for Charles "Chuck" Owens, Class 1492 Assistant Clerk, Board of Supervisors, upon his retirement after twenty years of service. (Calendar Item No. 6)

Action: Approve.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 2, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Michael Anderson, 2930 Psychiatric Social Worker, 49/E-38,  
Department of Public Health, Community Mental Health, 4/11/86.  
(Calendar Item No. 21) (4)

May 19, 1986: Over to the meeting of June 2, 1986 at Ms.  
Anderson's request.

Action: Dismiss from the Service. Cancel all current  
examination and eligibility status. Future employment  
subject to review and approval of the General Manager,  
Personnel after satisfactory completion of one year's  
work experience outside the City and County service.  
Not to be employed again by the Department of Public  
Health.

Nora Buckley, 2905 Senior Eligibility Worker, 84/CPE-8, Department  
of Social Services, 6/2/86. (Calendar Item No. 19) (5)

Action: Approve. Reinstate to a position in the class from  
which promoted (in Class 2903 Eligibility Worker).  
Return name to the eligible list for Class 2905 Senior  
Eligibility Worker.

Horace W. Chapple III, 2708 Custodian, 178/E-2, Department of Public  
Works, Building Repair, 5/15/86. (Calendar Item No. 23) (7)

Action: Approve. Cancel all current examination and eligibility  
status. Future employment subject to review and  
approval of the General Manager, Personnel after  
satisfactory completion of one year's work experience  
outside the City and County service. Not to be employed  
again by the Department of Public Works.

Mary L. Dixon, 1650 Accountant, 21/E-41, Commission on the Aging,  
5/20/86. (Calendar Item No. 22) (4)

Action: Over to the meeting of June 16, 1986 at the request of  
Local 21.



Eduardo Y. Gomez, 1426 Senior Clerk Typist, 4/CPE-11, Department of Social Services, 4/3/86. (Calendar Item No. 27) (6)

Action: Approve. Not to be employed again by the Department of Social Services.

Rita Jenkins, 2305 Psychiatric Technician, 12/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 3/4/86. (Calendar Item No. 26) (6)

May 5, 1986: Over to the meeting of May 19, 1986 at the request of the Department of Public Health.

May 19, 1986: Over to the meeting of June 2, 1986 at Ms. Jenkins' request.

Action: Over to the meeting of June 16, 1986 at the request of Local 790.

Jeannene Myers, 2320 Registered Nurse, 7/E-677, Department of Public Health, San Francisco General Hospital Medical Center, 4/22/86. (Calendar Item No. 28) (6)

Action: Off calendar at the request of Department of Public Health.

Marvin H. Owens, 9163 Transit Operator, 108/E-118, Public Utilities Commission, San Francisco Municipal Railway, 4/7/86. (Calendar Item No. 20) (4)

May 5, 1986: Over to the meeting of May 19, 1986 at Mr. Owens' request.

May 19, 1986: Over to the meeting of June 2, 1986 at Mr. Owens' request.

Action: Over to the meeting of June 16, 1986 at Mr. Owens' request.

Agee Robinson, 9163 Transit Operator, 141/E-113, Public Utilities Commission, San Francisco Municipal Railway, 5/8/86. (Calendar Item No. 25) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Reconsideration of Civil Service Commission action of May 5, 1986 (Commissioners Gloyd, Powell and Texidor del Portillo):  
John L. Williams, 2708 Custodian, 150/E-1, Department of Public Works, Building Repair, 4/11/86. (Calendar Item No. 24) (7)

May 19, 1986: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Action: Sustain action of May 19, 1986.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 16, 1986

PART I - 2:00 P.M.

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Munson  
Commissioner Texidor del Portillo

Excused: Commissioner Powell

Commissioner Texidor del Portillo presided.

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MINUTES: Regular Meeting of June 2, 1986.

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Action: Approve.

ANNOUNCEMENTS:

1. The Civil Service Commission has cancelled its meeting of Monday, July 7, 1986 and will meet instead on Monday, June 30. This meeting will be held in Room 2C (Basement) City Hall. The Commission will consider items of regular business (classification, compensation, examination and in-service matters) at 2 P.M. Separations from the Service will be heard following the regular agenda, however, roll call for the separation calendar will be held at 3 P.M.

The Commission will otherwise adhere to its regular meeting schedule in July and will meet on Monday, July 21. This meeting will be held in Room 282 City Hall.

2. President Carlota Texidor del Portillo made the following appointments to the Standing Committees indicated effective July 24, 1986:

Standing Committee on Charter & Rules Revision

Louis Hop Lee, Chair  
Genevieve Powell  
Carlota Texidor del Portillo

Standing Committee on Affirmative Action

Howard S. Gloyd, Chair  
A. Lee Munson  
Carlota Texidor del Portillo

CLASSIFICATION MATTERS

1101-86 Review of request for approval of proposed personal services contracts. (Calendar Item No. 16)

May 19, 1986: Contract Number 613-85/86 Over to the meeting of June 2, 1986.

June 2, 1986: Over to the meeting of June 16, 1986 at the request of Local 21.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
613-85/86	Public Utilities Commission	Morrison-Knudsen Engineers Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.





CLASSIFICATION MATTERS (cont.)

1103-86 Request from the Public Utilities Commission, Utilities Engineering Bureau to make a temporary exempt appointment in Class 5504 Project Manager II, per Charter Section 8.300 (5). (Calendar Item No. 15)

May 19, 1986: Over to the meeting of June 2, 1986 at the request of Local 21.

June 2, 1986: Over to the meeting of June 16, 1986 at the request of Local 21.

Action: Approve the temporary exempt appointment of Mr. Kenneth Jew to Class 5504 Project Manager II for a two-year duration effective on November 13, 1985.

1106-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 17)

June 2, 1986: Contracts 664-85/86 and 665-85/86 over to the meeting of June 16, 1986.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
664-85/86	Airport	Jefferson Associates, Inc.
665-85/86	Airport	Daniel Mann, Johnson & Mendenhall

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1111-86 Request from the Department of Public Health to use a class in the Staff Assistant, Special Project Series as an Epidemiologist in the Aids Program. (Calendar Item No. 6)

Action: Adopt staff report; approve use of Class 9742 Staff Assistant V, Special Project (\$1404 BW) to employ an Epidemiologist in the Department of Public Health for a period of six months.

1112-86 Request to establish a new exempt classification of Special Services Officer for the Fire Department. (Calendar Item No. 7)

Action: Adopt staff report.

1. Establish a new classification of H-29 Special Services Officer (FY 1985-86: \$1727B1727); class specification as detailed in the staff report.
2. Allocate one position in the 1986/87 Budget as H-30 Captain (FY 1985-86: \$1728B1728) to the new class.
3. Authorize the new rank to be exempt from Civil Service provisions of the Charter pursuant to Section 3.450.
4. Advise the Department to amend their 1986/87 Budget accordingly.
5. Amend Section 31/03/00/01001 of the 1986/87 Annual Salary Ordinance accordingly.



CLASSIFICATION MATTERS (cont.)

1115-86 Request to make a temporary exempt appointment in Class 1880 Chief of Systems. (Calendar Item No. 8)

Action: Adopt staff report.

1. Approve the temporary exempt appointment, effective July 1, 1986, of Mr. R. Kevin Ball to a position in Class 1880 Chief of Systems in accordance with Charter Section 8.300(5) for a period of one year until an eligible list is established.
2. Approve the appointment of Mr. R. Kevin Ball, effective July 1, 1986, at the third step of the range for Class 1880 Chief of Systems (1986-87 \$2365 bi-weekly, \$61,727 annually) per the authority of Section VII A.3 of the Annual Salary Ordinance.

1120-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
685-85/86	Public Health	Baker Places, Inc.
686-85/86	Public Health	Marshall and Stevens, Inc.
687-85/86	Public Health	University of California, S.F., School of Medicine, Division of Family & Community Medicine
688-85/86	Public Health	S.F. Hearing & Speech Center
689-85/86	Public Health	Mission Neighborhood Health Center
690-85/86	Public Health	Suicide Prevention- Friendship Line
691-85/86	Public Health	Deborah Rogow
692-85/86	Public Health	Joan Dunkel, LCSW
693-85/86	Public Health	S.F. Community Clinic Consortium
694-85/86	Public Health	Ramsell Corporation
695-85/86	CAO	Convention & Visitors Bureau
696-85/86	District Attorney	S.F. Suicide Prevention
697-85/86	District Attorney	Southern California Coalition for Battered Women
698-85/86	District Attorney	Consortium for Elder Abuse Prevention/Mt. Zion Hospital and Medical Center
699-85/86	District Attorney	Project SAFE
700-85/86	Fire	Paul J. Buffone
701-85/86	Parking Authority	Donald Herzog Assoc., Inc.
702-85/86	Port	Marine Inspection Services Co., Inc.



1120-86  
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
703-85/86	Public Utilities Commission	Contract Office Group
704-85/86	Public Works	Shapiro, Okino, Hom & Associates
705-85/86	Public Works	Technical Roof Services, Inc.
706-85/86	Social Services	Audrey L. Smith Developmental Center, Inc.
707-85/86	Social Services	Children's Home Society
708-85/86	Social Services	Family Service Agency of S.F.
709-85/86	Social Services	Children's Home Society
710-85/86	Public Utilities Commission	Cohrssen Associates
711-85/86	Public Utilities Commission	R.C. Research, Inc.
712-85/86	Controller	David Hicks Associates
713-85/86	Port	Triumph Marketing
714-85/86	Public Health	Ecology & Environment
715-85/86	Public Health	Joel M. Cohen, Inc.
716-85/86	Public Utilities Commission	Angelo Figone
717-85/86	Port	Randall S. Rossi, Ph.D.
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

1125-86 Review of Civil Service action related to Project Manager issues in  
the Public Utilities Commission. (Calendar Item No. 17A)

Action: Adopt staff report. (This matter continued to the  
meeting of June 30, 1986).

#### COMPENSATION MATTERS

2132-86 Request for appointment above the entrance rate for various  
employees. (Calendar Item No. 5)

<u>NAME</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
George Nielsen 8180 Principal Attorney	District Attorney	5	5
Miguel Tello 5265 Architectural Associate I	Public Works	2	2

Action: Adopt staff report.



EXAMINATION MATTERS

- 3070-86 Appeals of staff denials of protests on the experience requirements for Class 9139 Transit Supervisor. (Calendar Item No. 18)
- June 2, 1986: Over to the meeting of June 16, 1986 at the request of staff.
- Action: Over to the meeting of June 30, 1986.
- 
- 3140-86 Appeals of staff denials of protests challenging the validity of the examination for Class 8262 Senior Criminalist. (Calendar Item No. 19)
- Action: Over to the meeting of June 30, 1986. First item on agenda.
- 
- 3154-86 Appeals of staff denials of protests of the examinations for Class 2589 Health Program Coordinator I and Class 2593 Health Program Coordinator III. (Calendar Item No. 20)
- Action:
1. On the appeals for additional points on the Evaluation of Training and Experience rating in the examination for Class 2593 Health Program Coordinator III:
    - A. Appeals of Terrance Ryan and Thomas P. Gallagher over to the meeting of June 30, 1986.
    - B. Deny appeal of Loris Roulette.
  2. On the appeals of the administration of the oral examination for Class 2593 Health Program Coordinator III:
    - A. Appeal of Terrance Ryan over to the meeting of June 30, 1986.
    - B. The appeals of Loris Roulette and Nylda Gemple were withdrawn and are placed off calendar.
  3. A. The appeal of Ruth A Hughes in the examination for Class 2589 Health Program Coordinator I of a below passing score on the oral examination over to the meeting of June 30, 1986.
  - B. On the appeals of below passing scores on the oral examination for Class 2593 Health Program Coordinator III:

Grant the appeals of Nylda Gemple and Bruce Webb; award minimum passing score.
- 
- 3155-86 Appeal of staff's rejection of application for the examination for Class 2978 Contract Compliance Officer II. (Calendar Item No. 21)
- Action: Adopt staff report; deny appeal of Sululagi Palega.





EXAMINATION MATTERS (cont.)

3161-84 Examinations for Classes H-4 Inspector and H-20 Lieutenant, San Francisco Fire Department. (Calendar Item No. 21A)

- November 8, 1984:
- A. Analyze the examination results for adverse impact and prepare an analysis of those results with the objective of recommending a use of these examination results that continues to satisfy government regulations and professional standards.
  - B. Direct test consultant to proceed with the scoring of the unscored test components and to prepare models related to probable outcomes with respect to Equal Employment Opportunity considerations.

Action: Over to the meeting of June 30, 1986 at the request of staff.

IN-SERVICE MATTERS

4300-86 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period for various classes from six (6) months to one (1) year. (Calendar Item No. 13)

- April 21, 1986:
- 1. Post Class 0280 Deputy Clerk, Municipal Court, Class 2806 Disease Control Investigator and Class 8238 Police Communications Dispatcher for adoption at the meeting of May 5.
  - 2. Post Class 8440 Probation Officer and Class 8442 Senior Probation Officer for adoption at the meeting of May 19.
- May 5, 1986:
- 1. Proposal related to Class 8238 off calendar to complete meet and confer process.
  - 2. Adopt staff report; amend Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period from six (6) months to one (1) year for Class 0280 Deputy Clerk, Municipal Court, and Class 2806 Disease Control Investigator.

May 19, 1986: Over to the meeting of June 16, 1986.

Action: Adopt staff report; amend Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period from six (6) months to one (1) year for Class 8440 Probation Officer and Class 8442 Senior Probation Officer.

4391-86 Appeal of the decision of the General Manager, Personnel to authorize a non-civil service appointment in Class 9141 Transit Manager II, Public Utilities Commission, San Francisco Municipal Railway. (Calendar Item No. 14)

May 19, 1986: Over to the meeting of June 16, 1986 at the request of Transport Workers Union.

Action: Deny appeal; sustain the decision of the General Manager, Personnel.



IN-SERVICE MATTERS (cont.)

4453-86 Request for extension of permanent or temporary holdover rights for employees in various classes. (Calendar Item No. 9)

Action: Approve.

4474-86 Request for exempt status for Class P-103 Special Duty Nurse, Department of Public Health. (Calendar Item No. 10)

Action: Approve.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 16, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Ronald Brown, 9330 Pile Worker, 17/E-4, San Francisco Port Commission, Maintenance Division, 5/27/86. (Calendar Item No. 32) (4)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Port Commission.

Mary L. Dixon, 1650 Accountant, 21/E-41, Commission on the Aging, 5/20/86. (Calendar Item No. 27) (4)

June 2, 1986: Over to the meeting of June 16, 1986 at the request of Local 21.

Action: Return name to list. Not to be employed again by the Commission on Aging.

Elizabeth Edwards, 2312 Licensed Vocational Nurse, 43/E-78, Department of Public Health, San Francisco General Hospital Medical Center, 2/8/86. (Calendar Item No. 36) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Lanice Edwards, 2110 Medical Records Clerk, 3/E-6, Department of Public Health, San Francisco General Hospital Medical Center, 4/28/86. (Calendar Item No. 37) (7)

May 19, 1986: Over to the meeting of June 16, 1986 at the request of Local 790.

Action: Off calendar at the request of Local 790. Ms. Edwards to remain ineligible for all employment with the City and County of San Francisco until final Civil Service Commission action on this matter.



Steven D. Fuller, 7373 Senior Stationary Engineer, Sewage Plant, 39/CPE-5, Department of Public Works, Water Pollution Control, 5/14/86. (Calendar Item No. 24) (5)

Action: Over to the meeting of July 21, 1986 at the request of the Department of Public Works.

Donald Goldsby, 8320 Counselor Juvenile Hall, 9/CPE-23, Juvenile Court, 5/1/86. (Calendar Item No. 31) (4)

Action: Over to the meeting of June 30, 1986 (2 P.M. Calendar).

Juanita Hall, 2905 Senior Eligibility Worker, 73/CPE-8, Department of Social Services, 5/16/86. (Calendar Item No. 23) (5)

Action: Approve. Reinstate to a position in Class 2903 Eligibility Worker, Department of Social Services effective July 1, 1986. Return name to list for Class 2905 Senior Eligibility Worker.

William Harlan, 8318 Counselor II, 54/CPE-2, Juvenile Court, Juvenile Hall, 4/7/86. (Calendar Item No. 26) (4)

May 5, 1986: Over to the meeting of May 19, 1986 at request of Local 790.

May 19, 1986: Over to the meeting of June 16, 1986 at the request of Mr. Harlan's attorney.

Action: Off calendar. Commissioner Gloyd appointed a Commission of One to investigate the circumstances surrounding the termination and to report back.

Rita Jenkins, 2305 Psychiatric Technician, 12/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 3/4/86. (Calendar Item No. 35) (6)

May 5, 1986: Over to the meeting of May 19, 1986 at the request of the Department of Public Health.

May 19, 1986: Over to the meeting of June 2, 1986 at Ms. Jenkins' request.

June 2, 1986: Over to the meeting of June 16, 1986 at the request of Local 790.

Action: Over to the meeting of June 30, 1986 (2 P.M. Calendar).

Reconsideration of Civil Service Commission of February 11, 1985: Keith E. Matsuo, Q-2 Police Officer, 169/E-97, San Francisco Police Department, Communications Division, 1/16/85. (Calendar Item No. 34) (6)

February 11, 1985: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

March 25, 1985: Remand to the Chief of Police for reconsideration of the certification of services.





Action: Over to the meeting of June 30, 1986 at Mr. Matsuo's request.

Marvin H. Owens, 9163 Transit Operator, 108/E-118, Public Utilities Commission, San Francisco Municipal Railway, 4/7/86. (Calendar Item No. 28) (4)

May 5, 1986: Over to the meeting of May 19, 1986 at Mr. Owens' request.

May 19, 1986: Over to the meeting of June 2, 1986 at Mr. Owens' request.

June 2, 1986: Over to the meeting of June 16, 1986 at Mr. Owens' request.

Action: Over to the meeting of July 21, 1986 at the request of Public Utilities Commission.

Thomas Petersen, 8304 Deputy Sheriff, 1/E-10, Office of the Sheriff, Prisoner Custody Division, 4/28/86. (Calendar Item No. 39) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Office of the Sheriff.

Johnnie C. Price, 9163 Transit Operator, 102/E-118, Public Utilities Commission, San Francisco Municipal Railway, 4/2/86. (Calendar Item No. 29) (4)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Michael R. Redman, 7311 Cement Mason, 16/E-06, Department of Public Works, Building Repair, 5/2/86. (Calendar Item No. 30) (4)

May 19, 1986: Over to the meeting of June 16, 1986 at the request of Mr. Redman's attorney.

Action: Over to the meeting of June 30, 1986 at the request of the Department of Public Works.

Mary Richardson, 2302 Orderly, LT, Department of Public Health, Laguna Honda Hospital, 1/10/86. (Calendar Item No. 25) (1)

February 3, 1986: Over to the meeting of March 10, 1986 at the request of Ms. Richardson's representative.

March 10, 1986: Over to the meeting of March 31, 1986 due to lack of a quorum.



March 31, 1986: Over to the meeting of April 21, 1986. Refer allegation of discrimination at the Department of Public Health, San Francisco General Hospital, to the Civil Service Commission Affirmative Action Coordinator for investigation and report by the end of May.

April 21, 1986: Over to the meeting of May 19, 1986 at the request of Local 250.

May 19, 1986: Over to the meeting of June 16, 1986 at the request of Ms. Richardson's attorney.

Action: Over to the meeting of June 30, 1986 at the request of the Department of Public Health ( 2 P.M. Calendar).

Carlos Rivers, 9163 Transit Operator, 526/E-112, Public Utilities Commission, San Francisco Municipal Railway, 5/23/86. (Calendar Item No. 40) (7)

Action: Over to the meeting of July 21, 1986 at the request of the Public Utilities Commission.

Ruby Roberson, 2320 Registered Nurse, 1/E-708, Department of Public Health, San Francisco General Hospital Medical Center, 5/29/86. (Calendar Item No. 33) (4)

Action: Over to the meeting of June 30, 1986 at the request of the Department of Public Health.

Dennis Robison, 2650 Assistant Cook, 9/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 5/28/86. (Calendar Item No. 38) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Cleveland Vickers, 9163 Transit Operator, 106/E-115, Public Utilities Commission, San Francisco Municipal Railway, 6/2/86. (Calendar Item No. 41) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Jacqueline Wilcots, 9163 Transit Operator, 633/E-113, Public Utilities Commission, San Francisco Municipal Railway, 5/30/86. (Calendar Item No. 42) (7)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.



Eduardo Y. Gomez, 1426 Senior Clerk Typist, 4/CPE-11, Department of Social Services, 4/3/86. (Calendar Item No. 27) (6)

Action: Approve. Not to be employed again by the Department of Social Services.

Rita Jenkins, 2305 Psychiatric Technician, 12/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 3/4/86. (Calendar Item No. 26) (6)

May 5, 1986: Over to the meeting of May 19, 1986 at the request of the Department of Public Health.

May 19, 1986: Over to the meeting of June 2, 1986 at Ms. Jenkins' request.

Action: Over to the meeting of June 16, 1986 at the request of Local 790.

Jeannene Myers, 2320 Registered Nurse, 7/E-677, Department of Public Health, San Francisco General Hospital Medical Center, 4/22/86. (Calendar Item No. 28) (6)

Action: Off calendar at the request of Department of Public Health.

Marvin H. Owens, 9163 Transit Operator, 108/E-118, Public Utilities Commission, San Francisco Municipal Railway, 4/7/86. (Calendar Item No. 20) (4)

May 5, 1986: Over to the meeting of May 19, 1986 at Mr. Owens' request.

May 19, 1986: Over to the meeting of June 2, 1986 at Mr. Owens' request.

Action: Over to the meeting of June 16, 1986 at Mr. Owens' request.

Agee Robinson, 9163 Transit Operator, 141/E-113, Public Utilities Commission, San Francisco Municipal Railway, 5/8/86. (Calendar Item No. 25) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Reconsideration of Civil Service Commission action of May 5, 1986 (Commissioners Gloyd, Powell and Texidor del Portillo):  
John L. Williams, 2708 Custodian, 150/E-1, Department of Public Works, Building Repair, 4/11/86. (Calendar Item No. 24) (7)

May 5, 1986: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Action: Sustain action of May 5, 1986.



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CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 30, 1986

PART I - 2:00 P.M.

DOCUMENTS DEPT.

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PUBLIC LIBRARY

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Munson  
Commissioner Powell  
Commissioner Texidor del Portillo

Items Missed: 20, 22 and 33

Items Missed: 22 and 33

Commissioner Texidor del Portillo presided.

MINUTES: Regular Meeting of June 16, 1986.

Action: Approve.

ANNOUNCEMENTS:

1. The Civil Service Commission has cancelled its meeting of Monday, July 7, 1986. The Commission will next meet on Monday, July 21 in Room 282 City Hall.

2. Notice of Action Taken During Executive Session

At 1:30 p.m. today, June 30, 1986, the Civil Service Commission met in Executive Session with the City Attorney to discuss pending litigation within the meaning of California Government Code Section 54956.9(a) in the matter of the San Francisco Interns and Residents Association vs. City and County of San Francisco (Superior Court Number 836-022). All Civil Service Commissioners were present. The Commission unanimously took the following action:

- A. After reviewing City Attorney Opinion Number 86-10, dated June 30, 1986, the Commission recognizes that it needs independent counsel because this City Attorney's Opinion states that "As there is but one City Attorney, under no circumstances may deputies appear on opposite sides of a case before any court of law or other adjudicatory agency in a proceeding in which the City is interested."
- B. The Commission agreed to appeal Judge Maxine Chesney's decision on the matter of the San Francisco Interns and Residents Association vs. City and County of San Francisco, pursuant to Section 3.661(a) of the Charter. The Commission requests that the Board of Supervisors approve funds to retain independent counsel, and directs that the Civil Service staff take all steps necessary including filing motions with the court to remove the City Attorney from further participation as a representative of the Civil Service Commission in this particular case.

CLASSIFICATION MATTERS

1125-86 Review of Civil Service action related to Project Manager issues in the Public Utilities Commission. (Calendar Item No. 13)

June 16, 1986: Adopt staff report. (This matter continued to the meeting of June 30, 1986).

Action: Over to the meeting of July 21, 1986 at the request of the Public Utilities Commission.





CLASSIFICATION MATTERS (cont.)

1135-86 Classification of positions in various City departments.  
(Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Health CMHS	1	1844 Senior Management Assistant (Sch. 51.9 \$1158B1401)	Same
	1	1844 Senior Management Assistant (Sch. 51.9 \$1158B1401)	Same
Public Works	1	1840 Junior Management Assistant (Sch. 44.4 \$810B979)	1842 Management Assistant (Sch. 48.4 \$979B1185)
Public Utilities Commission	1	9116 Senior Fare Collections Receiver (Sch. 45.7 \$862B1042)	Same
S.F. Community College District	1	1220 Payroll Clerk (Sch. 42.6 \$745B899)	Same
	1	1426 Senior Clerk Typist (Sch. 40.2 \$664B803)	1487 Financial Aids Assistant (Sch. 42.2 \$731B882)
	1	1844 Senior Management Assistant (Sch. 51.9 \$1158B1401)	Same
County Clerk	1	8106 Legal Process Clerk (Sch. 39.1 \$631B762)	Same
	1	8113 Court Clerk (Sch. 48.9 \$1003B1214)	Same
S.F. Unified School District	1	1630 Account Clerk (Sch. 38.9 \$625B755)	1650 Accountant (Sch. 43.3 \$769B929)

Action: Adopt staff report.

1136-86 Review of requests for approval of proposed personal services  
contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
718-85/86	Public Health	Alpha-Omega, Inc.
719-85/86	Public Health	Youth Projects/Haight Ashbury Clinic
720-85/86	CAO	William L. Nickel
721-85/86	Police	Sandra Glosser
722-85/86	Port	S.F. State University
723-85/86	Port	Nippon Maritime Co.
724-85/86	Port	Trans Trade Inc.
725-85/86	Port	Grand World Shipping Agencies, Ltd.



CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
726-85/86	Port	University of California
727-85/86	Port	Sylvania Lighting Services
728-85/86	Port	Associated Asian Firms
729-85/86	Public Works	San Jose State University Foundation "Pt Sur"
730-85/86	Public Works	Robles-McGregor
731-85/86	Public Works	Anlab
732-85/86	Public Works	William Broenkow
733-85/86	Public Utilities Commission	Energy Management Services
734-85/86	Retirement System	McCullogh, Andrews and Cappiello, Inc.
735-85/86	Retirement System	Hanson Investment Management, Co.
736-85/86	Retirement System	Hahn, Holland & Gross
737-85/86	Retirement System	George B. Springman, Inc.
738-85/86	Retirement System	Great American Core Investors, Inc.
739-85/86	Retirement System	Furman Selz Capital Management, Inc.
740-85/86	Retirement System	Nicholas-Applegate Capital Management
741-85/86	Retirement System	Spilsted & Associates
742-85/86	Retirement System	GT Capital Management, Inc.
743-85/86	Retirement System	Morgan Grenfell Investment Services Ltd.
744-85/86	Retirement System	Capital Guardian Trust Co.
745-85/86	Retirement System	Bankers' Trust Company
746-85/86	Retirement System	MacKay Shields Financial Corp.
747-85/86	Retirement System	Bankers' Trust Company
748-85/86	Retirement System	Lehman Management Co., Inc.
749-85/86	Retirement System	Scudder, Stevens & Clark
750-85/86	Retirement System	First Chicago Investment Advisors
751-85/86	Retirement System	Warburg Investment Management Intl.
752-85/86	Sheriff	Carolyn Block
753-85/86	Sheriff	Wei M. Lew
754-85/86	Sheriff	Aubrey O. Dent, M.D.
755-85/86	Sheriff	Occupational Health Services



CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
756-85/86	Sheriff	Ruth Morgan
757-85/86	Retirement System	St. Francis Memorial Hospital
758-85/86	Public Works	Everett Brandon Associates
759-85/86	Public Works	E.A. Engineering Science and Technology
760-85/86	Civil Service Commission	Psychological Services, Inc.
761-85/86	Port	Triumph Marketing
762-85/86	Port	Carol M. Brown
763-85/86	Social Services	Performing Arts Workshop
764-85/86	Controller	Northwest Systems Group
765-85/86	Controller	Advanced Ventures, Inc.
766-85/86	Controller	Human Energy Resource Systems
767-85/86	Controller	Computer Resources Group
768-85/86	Controller	DBMS, Inc.
769-85/86	Controller	Fran Fox Haskell Associates
770-85/86	Controller	Berkeley Software, Inc.
771-85/86	Controller	Gentry, Inc.
772-85/86	Sheriff	Armstrong Law School
773-85/86	Sheriff	University of S.F. Law School
774-85/86	Sheriff	University of California, Berkeley
775-85/86	Sheriff	New College of Law, S.F.
776-85/86	Sheriff	Hastings College of Law
777-85/86	Sheriff	Golden Gate University, Law School
778-85/86	Public Utilities Commission	Morrison-Knudsen/GRC
779-85/86	Public Health	Visiting Nurse Association of San Francisco
780-85/86	Port	Trade Information Planning System (TIPS)
781-85/86	Port	Journal of Commerce
782-85/86	Controller	GE Consulting Services
783-85/86	Controller	Huston Systems Services
784-85/86	Controller	Gentry, Inc.
785-85/86	Controller	Larry Lingbloom



CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
786-85/86	Controller	Owens Information System, Inc.
787-85/86	Controller	Owens Information System, Inc.
788-85/86	Controller	R J Systems
789-85/86	Controller	Berkeley Software, Inc.
790-85/86	Controller	Systems Management Facilities
791-85/86	Controller	Ron Ho Associates
792-85/86	Controller	Precision Writing
793-85/86	Controller	Dugan and Associates
794-85/86	Controller	Hagan & Associates
795-85/86	Public Works	Tim Meager
796-85/86	Public Works	Don Todd Associates, Inc.
797-85/86	Public Works	Don Todd Associates, Inc.
798-85/86	Public Utilities Commission	Koppelman & Associates
799-85/86	Port	Philip E. Kern
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

COMPENSATION MATTERS

- 2137-86 Appeal of staff's interpretation of pay increment procedures concerning Class 7355 Truck Driver. (Calendar Item No. 20)
- Action: Adopt staff report; confirm staff's interpretation.
- 
- 2140-86 Reconsideration of staff denial of request from the Management Assistant Unit of United Public Employees Local 790. (Calendar Item No. 19)
- Action: Over to the meeting of July 21, 1986 at the request of Local 790.
- 
- 2141-86 Request for appointment above the entrance rate for various employees. (Calendar Item No. 6)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Wayne Gerstenberger 1944 Materials Management Coordinator	Public Utilities Commission	5	5





COMPENSATION MATTERS (cont.)

2141-86  
(cont.)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Charles Richardson 8221 Security Services Manager	Public Utilities Commission	5	5
Joe C. Armenta 1872 Programmer Analyst	Controller	3	3
Robert Stepp 6138 Industrial Hygienist	Fire	4	4
Jeffrey Ross 8176 Trial Attorney	District Attorney	2	2

Action: Adopt staff report.

EXAMINATION MATTERS

- 3070-86 Appeals of staff denials of protests on the experience requirements for Class 9139 Transit Supervisor. (Calendar Item No. 14)
- June 2, 1986: Over to the meeting of June 16, 1986 at the request of staff.
- June 16, 1986: Over to the meeting of June 30, 1986.
- Action: Adopt staff report; deny appeals of Rizalino Salcedo and Mohammed Shaikh.
- 
- 3140-86 Appeals of staff denials of protests challenging the validity of the examination for Class 8262 Senior Criminalist. (Calendar Item No. 9)
- June 16, 1986: Over to the meeting of June 30, 1986.  
First item on agenda.
- Action: Adopt staff report; deny appeals of Richard Gryzbowsky, Deborah Wakida and Ralph Whitten.
- 
- 3154-86 Appeals of staff denials of protests of the examinations for Class 2589 Health Program Coordinator I and Class 2593 Health Program Coordinator III. (Calendar Item No. 15))
- June 16, 1986:
1. On the appeals for additional points on the Evaluation of Training and Experience rating in the examination for Class 2593 Health Program Coordinator III:
    - A. Appeals of Terrance Ryan and Thomas P. Gallagher over to the meeting of June 30 1986.
    - B. Deny appeal of Loris Roulette.
  2. On the appeals of the administration of the oral examination for Class 2593 Health Program Coordinator III:
    - A. Appeal of Terrance Ryan over to the meeting of June 30, 1986.



EXAMINATION MATTERS (cont.)

3154-86  
(cont.)

B. The appeals of Loris Roulette and Nylda Gemple were withdrawn and are placed off calendar.

3. A. The appeal of Ruth A Hughes in the examination for Class 2589 Health Program Coordinator I of a below passing score on the oral examination over to the meeting of June 30, 1986.

B. On the appeals of below passing scores on the oral examination for Class 2593 Health Program Coordinator III:

Grant the appeals of Nylda Gemple and Bruce Webb; award minimum passing score.

Action: 1. Appeals of Thomas P. Gallagher and Terrance Ryan off calendar; appeals withdrawn.  
2. Grant appeal of Ruth A. Hughes; award minimum passing score in the examination for Class 2589 Health Program Coordinator I.

3159-86 Appeal of staff's rejection of application for the promotive examination for Class 8442 Senior Probation Officer, Adult Probation. (Calendar Item No. 17)

Action: Adopt staff report; deny appeal of Frances Luster.

3161-84 Examinations for Classes H-4 Inspector and H-20 Lieutenant, San Francisco Fire Department. (Calendar Item No. 16)

November 8, 1984: A. Analyze the examination results for adverse impact and prepare an analysis of those results with the objective of recommending a use of these examination results that continues to satisfy government regulations and professional standards.  
B. Direct test consultant to proceed with the scoring of the unscored test components and to prepare models related to probable outcomes with respect to Equal Employment Opportunity considerations.

June 16, 1986: Over to the meeting of June 30, 1986 at the request of staff.

Action: Over to the next meeting at the request of the City Attorney.

3161-86 Appeal of staff's denial of protest on the terms of the examination announcement for Class 2143 Hospital Assistant Administrator, Laguna Honda Hospital. (Calendar Item No. 18)

Action: Off calendar; appeal of Consuelo Suez withdrawn.



EXAMINATION MATTERS (cont.)

- 3162-86 Selection and adoption of numerical listing of third alternative for breaking tie scores, exclusive of uniform classifications, for fiscal year 1986-87. (Calendar Item No. 33)
- Action: The Civil Service Commission by lot established the following numerical listing for the third alternative for breaking tie scores for fiscal year 1986-87; #1-9; #2-6; #3-3; #4-7; #5-4; #6-1; #7-0; #8-2; #9-5; #10-8.

IN-SERVICE MATTERS

- 4533-86 Charter Amendment (First Draft) amending Sections 8.320, 8.559-2, 8.585.2, 8.586-2, and 8.588-2 and deleting Section 8.320.1, relating to age requirements for Police Officers and Firefighters File No. 307-86. (Calendar Item No. 6B)
- Action: Adopt staff report; notify the Board of Supervisors that the Civil Service Commission endorses this proposed Charter amendment with the additional changes as to gender.
- 4537-86 From the heads of various departments requesting authorization to make limited tenure appointments. (Calendar Item No. 6A)
- Action: Adopt staff report; approve request for the duration indicated in the staff report.
- 4555-86 Resolution of Commendation for Steve Amano, Civil Service Commission. (Calendar Item No. 3A)
- Action: Approve.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 30, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

William Canales, 5266 Architectural Associate II, 9/E-006, San Francisco Unified School District, Facilities Planning Division, 4/2/86. (Calendar Item No. 29) (6)

Action: Over to the meeting of July 21, 1986 at the request of Local 21.

Corey Clark, 8316 Assistant Counselor, Juvenile Hall, 4/E-11, Juvenile Court, 6/5/86. (Calendar Item No. 25) (4)

Action: Off calendar at the request of Juvenile Court.

Donald Goldsby, 8320 Counselor Juvenile Hall, 9/CPE-23, Juvenile Court, 5/1/86. (Calendar Item No. 11) (4)

June 16, 1986: Over to the meeting of June 30, 1986 (2 P.M. Calendar).

Action: Over to the meeting of July 21, 1986 at Mr. Goldsby's request.

Rita Jenkins, 2305 Psychiatric Technician, 12/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 3/4/86. (Calendar Item No. 12) (4)

May 5, 1986: Over to the meeting of May 19, 1986 at the request of the Department of Public Health.

May 19, 1986: Over to the meeting of June 2, 1986 at Ms. Jenkins' request.

June 2, 1986: Over to the meeting of June 16, 1986 at the request of Local 790.

June 16, 1986: Over to the meeting of June 30, 1986 (2 P.M. Calendar).

Action: Over to the meeting of July 21, 1986 at the request of Local 250.





Joseph Martinez, 2606 Food Service Worker, 7/E-89, Department of Public Health, San Francisco General Hospital Medical Center, 6/6/86. (Calendar Item No. 30) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Reconsideration of Civil Service Commission of February 11, 1985: Keith E. Matsuo, Q-2 Police Officer, 169/E-97, San Francisco Police Department, Communications Division, 1/16/85. (Calendar Item No. 26) (6)

February 11, 1985: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

March 25, 1985: Remand to the Chief of Police for reconsideration of the certification of services.

June 16, 1986: Over to the meeting of June 30, 1986 at Mr. Matsuo's request.

Action: Over to the meeting of July 21, 1986 at the request of Mr. Matsuo's request.

Michael R. Redman, 7311 Cement Mason, 16/E-06, Department of Public Works, Building Repair, 5/2/86. (Calendar Item No. 22) (4)

May 19, 1986: Over to the meeting of June 16, 1986 at the request of Mr. Redman's attorney.

June 16, 1986: Over to the meeting of June 30, 1986 at the request of the Department of Public Works.

Action: Return name to list. Not to be employed again by the Department of Public Works. One more chance to establish a satisfactory work record.

Levorn C. Reed, 2760 Laundry Worker, 29/E-3, Department of Public Health, Laguna Honda Hospital, 4/29/86. (Calendar Item No. 27) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Gerald Reynolds, 3417 Gardener, 177/E-7, Department of Public Works, Street Cleaning Division, 5/28/86. (Calendar Item No. 28) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.



Mary Richardson, 2302 Orderly, LT, Department of Public Health, Laguna Honda Hospital, 1/10/86.

February 3, 1986: Over to the meeting of March 10, 1986 at the request of Ms. Richardson's representative.

March 10, 1986: Over to the meeting of March 31, 1986 due to lack of a quorum.

March 31, 1986: Over to the meeting of April 21, 1986. Refer allegation of discrimination at the Department of Public Health, San Francisco General Hospital, to the Civil Service Commission Affirmative Action Coordinator for investigation and report by the end of May.

April 21, 1986: Over to the meeting of May 19, 1986 at the request of Local 250.

May 19, 1986: Over to the meeting of June 16, 1986 at the request of Ms. Richardson's attorney.

June 16, 1986: Over to the meeting of June 30, 1986 at the request of the Department of Public Health ( 2 P.M. Calendar).

Action: Over to the meeting of August 4, 1986. Pertinent parties to supply information or documentation requested by the Commission related to (1) duties of an Orderly; (2) date of alleged mistreatment of patient in October, 1985; and, (3) dates and documentation of periods of "claimed illness."

Ruby Roberson, 2320 Registered Nurse, 1/E-708, Department of Public Health, San Francisco General Hospital Medical Center, 5/29/86. (Calendar Item No. 23) (4)

June 16, 1986: Over to the meeting of June 30, 1986 at the request of the Department of Public Health.

Action: Off calendar at the request of the Department of Public Health.

Gloria Sandoval, 330 Deputy Clerk, 9/CPE-1, Municipal Court, Traffic Division, 6/6/86. (Calendar Item No. 32) (7)

Action: Over to the meeting of July 21, 1986 at the request of Ms. Sandoval's attorney.

Kenneth Taylor, 2736 Porter, 69/E-52, Department of Public Health, Laguna Honda Hospital, 6/9/86. (Calendar Item No. 31) (7)

Action: Over to the meeting of July 21, 1986 at the request of Local 250.

Tesa Thomas, 2302 Orderly, 20/E-313, Department of Public Health, Laguna Honda Hospital, 6/13/86. (Calendar Item No. 24) (4)

Action: Over to the meeting of July 21, 1986 at the request of Local 250.

#### A D J O U R N M E N T

This meeting was adjourned in memory of Beatrice Pral, mother of Jean Pral of the Commission staff, who died on June 25, 1986 at the age of 73.



ST  
C65  
#5  
7/21/86  
Calendar - ~~Minutes~~ Taken  
CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JULY 21, 1986

PART I - 2:00 P.M.

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Munson  
Commissioner Powell

(Items Missed: 22, 27, 29,  
34 and 36)

Excused: Commissioner Texidor del Portillo

Commissioner Munson presided

DOCUMENTS DEPT.

MINUTES: Regular Meeting of JUNE 30, 1986.

JUL 29 1986

Action: Approve.

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CLASSIFICATION MATTERS

1125-86 Review of Civil Service action related to Project Manager issues in the Public Utilities Commission. (Calendar Item No. 14)

June 16, 1986: Adopt staff report. (This matter continued to the meeting of June 30, 1986).

June 30, 1986: Over to the meeting of July 21, 1986 at the request of the Public Utilities Commission.

Action: Over to the meeting of September 15, 1986 at the request of the Public Utilities Commission.

1152-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
1-86/87	Public Health	Youth Projects, Inc.
2-86/87	Public Health	K-BRO Linen Systems, Inc.
3-86/87	Public Health	Ercilla Santos
4-86/87	Public Health	Norma Jacak, M.D.
5-86/87	Public Health	H.H. Brady, D.D.S.
6-86/87	Public Health	Carolyn K. Harvey, D.P.M.
7-86/87	Airport	Simpson, Gumperz & Heger, Inc.
8-86/87	Arts Commission	Viola Frey
9-86/87	Assessor	State Board of Equalization
10-86/87	City Planning	EDAW, Inc.
11-86/87	City Planning	Robert L. Harrison
12-86/87	City Planning	Carl Anthony Associates
13-86/87	Fire	Sports & Fitness Research Institute



CLASSIFICATION MATTERS (cont.)

1152-86  
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
14-86/87	Public Works	Signet Testing Laboratories, Inc.
15-86/87	Public Works	Pacific Calibration Services
16-86/87	Public Works	Testing Engineers, Inc.
17-86/87	Public Works	American Society for Testing Material
18-86/87	Public Works	Campbell Pacific Nuclear Corp.
19-86/87	Public Works	Soil and Plant Laboratory, Inc.
20-86/87	Public Works	Towill, Inc.
21-86/87	Public Works	Anthony Rattonetti
22-86/87	Public Works	Robert Risebrough
23-86/87	Airport	Signet Testing Laboratories, Inc.
24-86/87	Airport	I.P. Sharp Associates, Inc.
25-86/87	Public Library	Nancy Raven
26-86/87	Public Library	Kathy Zetes
27-86/87	CAO	Anistics, Incorporated
28-86/87	Retirement	Putnam International Advisers
29-86/87	Retirement	Warren, McVeigh, Griffin & Savage
30-86/87	Mayor's Office	Jo Anne Sanzeri
31-86/87	Retirement	Alexander & Alexander
32-86/87	Public Health	Poolman, Shih & Platton
33-86/87	Public Health	Poolman, Shih & Platton
34-86/87	City Planning	California Environmental Intern Program
35-86/87	Public Utilities Commission	Booz Allen & Hamilton
36-86/87	Public Utilities Commission	Camp Dresser and McKee

- Action:
1. Contract Number 30-86/87 off calendar at the request of the Mayor's Office.
  2. Contract Number 36-86/87 over to the meeting of August 4, 1986.
  3. Approve all other contracts; notify the offices of the Controller and the Purchaser.





CLASSIFICATION MATTERS (cont.)

1153-86 Classification of positions in various City departments.  
(Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Works	1	5206 Associate Civil Engineer (Sch. 56.3 \$1429B1731)	Same
War Memorial	1	1652 Senior Accountant (Sch. 48.3 \$975B1180)	1654 Principal Accountant (Sch. 52.3 \$1180B1429)

Action: Adopt staff report.

1154-86 Amendment of class specification for Class 8185 Director, Family Support Bureau, to conform to current specification format.  
(Calendar Item No. 6)

Action: Adopt staff report. Amend the specification for Class 8185 Director, Family Support Bureau, class specification as detailed in the staff report.

1155-86 Request to make a temporary exempt appointment in Class 8185 Director, Family Support Bureau. (Calendar Item No. 7)

Action: Adopt staff report.

1. Approve the temporary exempt appointment of Ms. Edwina Peters to a position in Class 8185 Director, Family Support Bureau, in accordance with Charter Section 8.300(5) for a two year period.
2. Approve the appointment of Ms. Edwina Peters at the fifth step of the range for Class 8185 Director, Family Support Bureau, (\$3169 bi-weekly, \$82,711 annually) per the authority of Section VII A.3 of the Annual Salary Ordinance.

COMPENSATION MATTERS

2140-86 Reconsideration of staff denial of request from the Management Assistant Unit of United Public Employees Local 790.  
(Calendar Item No. 15)

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Local 790.

Action: Over to the meeting of August 4, 1986 at the request of staff.

2156-86 Request for approval of modified work schedule pursuant to Section IIA.1 of the Annual Salary Standardization Ordinance.  
(Calendar Item No. 8)

Action: Adopt staff report; approve request of the Office of Citizens Complaints for modified work schedules.



### COMPENSATION MATTERS

- 2158-86 Certification of wage schedules for Transit Operators pursuant to Section 8.404 of the Charter for fiscal year 1986-87. (Calendar Item No. 12)
- Action: Adopt staff report; certify wage schedules; forward to the Board of Supervisors.
- 2163-86 Survey of monthly rates paid to Police Officers and Firefighters in all cities of 350,000 population or over in State of California. (Calendar Item No. 13)
- Action: Adopt staff report; certify rates to the Board of Supervisors pursuant to Section 8.405 of the Charter.

### EXAMINATION MATTERS

- 3161-84 Examinations for Classes H-4 Inspector and H-20 Lieutenant, San Francisco Fire Department. (Calendar Item No. 9)
- November 8, 1984:
- A. Analyze the examination results for adverse impact and prepare an analysis of those results with the objective of recommending a use of these examination results that continues to satisfy government regulations and professional standards.
  - B. Direct test consultant to proceed with the scoring of the unscored test components and to prepare models related to probable outcomes with respect to Equal Employment Opportunity considerations.
- June 16, 1986: Over to the meeting of June 30, 1986 at the request of staff.
- June 30, 1986: Over to the next meeting at the request of the City Attorney.
- Action: Over to a Special Meeting in Executive Session on August 4, 1986 at 1:15 P.M. in Room 154 City Hall.
- 3172-86 Appeal of staff's denial of protest on the oral examination for Class 2978 Contract Compliance Officer II. (Calendar Item No. 17)
- Action: Off calendar at the request of staff.
- 3176-86 Requests for reconsideration of action on appeals on scoring of the in-basket tests for Classes 5210 Senior Civil Engineer and 5212 Principal Civil Engineer. (Calendar Item No. 16)
- Action:
- 1. Off calendar.
  - 2. Commissioner Louis Hop Lee appointed a Committee of One to review the examination process, all related materials and documents and the individual protests and to report findings back to the Commission.



## EXAMINATION MATTERS

(3176-86)  
(cont.)

3. Upon request of a protestant by close of business August 7, 1986 and upon payment of a reproduction fee of twenty-five cents (\$.25 cents) per page, protestant will be provided with a copy of the test booklet, a copy of the scoring key and a copy of that individual's test responses.

3178-86 Appeals of staff denials in the examinations for Classes 1654 Principal Accountant and 1656 Head Accountant. (Calendar Item No. 18)

- Action:
1. Appeal of Panfilo T. Pangilinan on the oral interview component of the examinations for Class 1654 and Class 1656 over to the meeting of August 4, 1986 at the request of his attorney.
  2. In the examination for Class 1654 Principal Accountant:
    - A. Deny appeals of Esperanza A. Biasbas, Melanie F. Gaviola and Ernesto F. Gerona.
    - B. Refer the appeals of the essay test component of Juan Ernie A. Braganza and Erotilda D. Lao to Committee. Commissioner A. Lee Munson appointed a Committee of One to review the examination process and the individual protests and to report his findings back to the Commission on August 4, 1986.
  3. In the examination for Class 1656 Head Accountant:
    - A. Deny appeals of Agnes R. Cervantes, Gloria M. Tanigue, and Lorenzo D. Ursua.
    - B. Refer the appeals of the essay test component of Juan Ernie A. Braganza, Erotilda D. Lao, Lawrence M. Ross and Fernando J. Urbano to Committee. Commissioner A. Lee Munson appointed a Committee of One to review the examination process and the individual protests and to report his findings back to the Commission on August 4, 1986.

## IN-SERVICE MATTER

4618-86 Actuarial study related to the Trust Fund established by Charter Section 8.404 for Fiscal Year 1984-85 and 1985-86. (Calendar Item No. 9A)

- Action: Transmit preliminary draft to the Employee Relations Division, Board of Supervisors; the General Manager, Public Utilities Commission; and representatives of the Transport Workers Union for review and meet and confer considerations.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JULY 21, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Sandrine Boyce, 1404 Clerk, 368/E-1, San Francisco International Airport, Administration Division, 7/7/86. (Calendar Item No. 38) (7)

Action: Over to the meeting of August 4, 1986 at the request of the Airports Commission.

William Canales, 5266 Architectural Associate II, 9/E-6, San Francisco Unified School District, Facilities Planning Division, 4/2/86. (Calendar Item No. 31) (6)

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Local 21.

Action: Over to the meeting of August 4, 1986 at the request of the San Francisco Unified School District.

Chun Keun Chang, 7530 Street Cleaner, LT, Department of Public Works, Street Cleaning, 6/9/86. (Calendar Item No. 21) (1)

Action: Off calendar at the request of the Department of Public Works.

Winston Chin, 9163 Transit Operator, 156/E-118, Public Utilities Commission, San Francisco Municipal Railway, 6/25/86. (Calendar Item No. 29) (2)

Action: Return name to list.

Norman Dukes, 9163 Transit Operator, 417/E-113, Public Utilities Commission, San Francisco Municipal Railway, 6/16/86. (Calendar Item No. 39) (7)

Action: Over to the meeting of August 4, 1986 at Mr. Dukes' request.

Michael Fair, 2736 Porter, 8/E-52, Department of Public Health, Laguna Honda Hospital, 6/27/86. (Calendar Item No. 36) (7)

Action: Over to the meeting of August 4, 1986 at Mr. Fair's request.





Oscar J. Flores, 9110 Fare Collections Receiver, 32/E-21, Public Utilities Commission, Finance Division, 6/12/86. (Calendar Item No. 27) (4)

Action: Over to the meeting of August 4, 1986 at Mr. Flores' request.

Steven D. Fuller, 7373 Senior Stationary Engineer, Sewage Plant, 39/CPE-5, Department of Public Works, Water Pollution Control, 5/14/86. (Calendar Item No. 20) (5)

June 16, 1986: Over to the meeting of July 21, 1986 at the request of the Department of Public Works.

Action: Disapprove. Reinstate to a position in Class 7373 Senior Stationary Engineer, Sewage Plant, Department of Public Works, without backpay; effective on July 22, 1986.

Donald Goldsby, 8320 Counselor Juvenile Hall, 9/CPE-23, Juvenile Court, 5/1/86. (Calendar Item No. 22) (4)

June 16, 1986: Over to the meeting of June 30, 1986 (2 P.M. Calendar).

June 30, 1986: Over to the meeting of July 21, 1986 at Mr. Goldsby's request.

Action: Off calendar pending report by Commissioner Howard Gloyd on his discussions with Juvenile Court officials.

Constance Henderson, 2708 Custodian, 183/E-3, San Francisco Unified School District, Custodial Services Division, 4/23/86. (Calendar Item No. 32) (6)

Action: Over to the meeting of August 4, 1986 at the request of the San Francisco Unified School District.

Rita Jenkins, 2305 Psychiatric Technician, 12/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 3/4/86. (Calendar Item No. 33) (6)

May 5, 1986: Over to the meeting of May 19, 1986 at the request of the Department of Public Health.

May 19, 1986: Over to the meeting of June 2, 1986 at Ms. Jenkins' request.

June 2, 1986: Over to the meeting of June 16, 1986 at the request of Local 790.

June 16, 1986: Over to the meeting of June 30, 1986 (2 P.M. Calendar).

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Local 250.

Action: Over to the meeting of August 18, 1986 at the request of Department of Public Health.

Anna Kossman, 1220 Payroll Clerk, 79/E-6, Department of Public Health, San Francisco General Hospital Medical Center, 7/18/86. (Calendar Item No. 25) (4)

Action: Over to the meeting of August 4, 1986 at the request of the Department of Public Health.



Reconsideration of Civil Service Commission of February 11, 1985:  
Keith E. Matsuo, Q-2 Police Officer, 169/E-97, San Francisco Police  
Department, Communications Division, 1/16/85. (Calendar Item No.  
30) (6)

February 11, 1985: Approve. Cancel all current examination  
and eligibility status. Future employment  
subject to review and approval of the  
General Manager, Personnel after  
satisfactory completion of one year's work  
experience outside the City and County  
service. Not to be employed again by the  
San Francisco Police Department.

March 25, 1985: Remand to the Chief of Police for  
reconsideration of the certification of  
services.

June 16, 1986: Over to the meeting of June 30, 1986 at Mr.  
Matsuo's request.

June 30, 1986: Over to the meeting of July 21, 1986 at Mr.  
Matsuo's request.

Action: Over to the meeting of August 4, 1986 at the request of  
the San Francisco Police Department.

Clifton Matthews, 9163 Transit Operator, 1/S-104, Public Utilities  
Commission, San Francisco Municipal Railway, 6/3/86. (Calendar Item  
No. 40) (7)

Action: Over to the meeting of August 4, 1986 at Mr. Matthews'  
request.

Marvin H. Owens, 9163 Transit Operator, 108/E-118, Public Utilities  
Commission, San Francisco Municipal Railway, 4/7/86. (Calendar Item  
No. 26) (4)

May 5, 1986: Over to the meeting of May 19, 1986 at Mr.  
Owens' request.

May 19, 1986: Over to the meeting of June 2, 1986 at Mr.  
Owens' request.

June 2, 1986: Over to the meeting of June 16, 1986 at Mr.  
Owens' request.

June 16, 1986: Over to the meeting of July 21, 1986 at the  
request of Public Utilities Commission.

Action: Off calendar.

Marvin H. Owens, 9163 Transit Operator, 108/E-118, Public Utilities  
Commission, San Francisco Municipal Railway, 4/7/86. (Calendar Item  
No. 28) (2)

Action: Cancel all current examination and eligibility status.  
Future employment subject to review and approval of the  
General Manager, Personnel after satisfactory completion  
of one year's work experience outside the City and  
County service. Not to be employed again by the Public  
Utilities Commission.



Karl Paige, 7381 Automotive Mechanic, 120/E-8, Public Utilities Commission, San Francisco Municipal Railway, 6/25/86. (Calendar Item No. 41) (7)

Action: Over to the meeting of August 4, 1986 at Mr. Paige's request.

Carlos Rivers, 9163 Transit Operator, 526/E-112, Public Utilities Commission, San Francisco Municipal Railway, 5/23/86. (Calendar Item No. 37) (7)

June 16, 1986: Over to the meeting of July 21, 1986 at the request of the Public Utilities Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Gloria Sandoval, 330 Deputy Clerk, 9/CPE-1, Municipal Court, Traffic Division, 6/6/86. (Calendar Item No. 34) (7)

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Ms. Sandoval's attorney.

Action: Off calendar. A written complaint of discrimination filed within the next thirty (30) days will be accepted as timely.

Selina Mosley Shabazz, 2302 Orderly, 10/E-317, Department of Public Health, Laguna Honda Hospital, 6/30/86. (Calendar Item No. 24) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Kenneth Taylor, 2736 Porter, 69/E-52, Department of Public Health, Laguna Honda Hospital, 6/9/86. (Calendar Item No. 35) (7)

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Local 250.

Action: Over to the meeting of August 18, 1986 at Mr. Taylor's request.

Tesa Thomas, 2302 Orderly, 20/E-313, Department of Public Health, Laguna Honda Hospital, 6/13/86. (Calendar Item No. 23) (4)

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Local 250.

Action: Over to the meeting of August 4, 1986 at the request of Local 250.

#### A D J O U R N M E N T

This meeting was adjourned in memory of Macaria Y. Norona, Class 1458 Legal Stenographer, Tax Collector's Office, who was employed since April 1973 and died on June 29, 1986.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - AUGUST 4, 1986

PART I - 2:00 P.M.

Present: Commissioner Lee  
Commissioner Munson  
Commissioner Texidor del Portillo

Excused: Commissioner Gloyd  
Commissioner Powell

Commissioner Munson presided

MINUTES: Regular Meeting of July 21, 1986.

Action: Approve.

DOCUMENTS DEPT.

AUG 12 1986

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ANNOUNCEMENTS

1. NOTICE OF ACTION TAKEN IN EXECUTIVE SESSION

At 1:15 P.M. today, the Civil Service Commission met in closed session with the City Attorney pursuant to the State of California Government Code Section 54956.9 to discuss the matter of the United States of America versus the City and County of San Francisco, et al. (USDC No. C84-7089 MHP). This litigation involves the examinations for Class H-4 Inspector and Class H-20 Lieutenant, San Francisco Fire Department. Present were Commissioners Carlota Texidor del Portillo, A. Lee Munson, Louis Hop Lee, and Genevieve Powell.

The Commission unanimously agreed to continue consideration of this item to the first meeting of September on Tuesday, September 2, 1986.

2. The Commission announced that due to the Labor Day Holiday on Monday, September 1, which conflicts with its regular meeting date, the Commission will meet instead on Tuesday, September 2, 1986 at 2 P.M. and 3 P.M. at a location to be announced.

CLASSIFICATION MATTERS

1152-86 Review of request for approval of proposed personal services contracts. (Calendar Item No. 6)

July 21, 1986: Contract Number 36-86/87 over to the meeting of 8/4/86.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
36-86/87	Public Utilities Commission	Camp Dresser and McKee

Action: Over to the meeting of August 18, 1986 at the request of the Public Utilities Commission.

1171-86 Request to make a temporary exempt appointment in a new Class A610 Information Services Director per Charter Section 8.300(5). (Calendar Item No. 9)

Action: Adopt staff report.





CLASSIFICATION MATTERS (cont.)

1171-86  
(cont.)

1. Approve an exempt appointment to a position in the new Class A610 Information Services Director, in accordance with Charter Section 8.300(5) for a period of one year pending formal classification and examination action. The General Manager, Personnel is authorized to extend this appointment for one additional year should the examination process not be completed.
2. Approve an exempt appointment to the position at the third step (\$2557 B/W) of the range for Class A610 per Section VII A.3B of the Salary Standardization Ordinance.

1172-86      Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
37-86/87	Public Health	Telecare Corporation
38-86/87	Public Health	Board of Regents, University of California, Department of Psychiatry
39-86/87	Public Health	Ramsell Corporation
40-86/87	Public Health	University of California
41-86/87	Public Health	S.F. Education Fund
42-86/87	Airport	Signet Testing Laboratories, Inc.
43-86/87	Airport	Dandelion
44-86/87	Civil Service Commission	Robert F. Hicks, Ph.D.
45-86/87	Civil Service Commission	Charles B. Gompertz
46-86/87	S.F. Community College District	Bay Architects Associates, Inc.
47-86/87	Commission on the Status of Women	Nihonmachi Legal Outreach
48-86/87	Commission on the Status of Women	Donaldina Cameron House
49-86/87	Commission on the Status of Women	Rosalie House
50-86/87	Commission on the Status of Women	WOMAN, Inc.
51-86/87	Commission on the Status of Women	WOMAN, Inc.
52-86/87	Commission on the Status of Women	La Casa de las Madres
53-86/87	Commission on the Status of Women	La Casa de las Madres
54-86/87	Mayor's Office	Paul Terry & Associates



CLASSIFICATION MATTERS (cont.)

1172-86  
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
55-86/87	Mayor's Office	Work Improvement Project, Inc.
56-86/87	Police	Law Enforcement Psychological Services, Inc.
57-86/87	Police	Chinese for Affirmative Action
58-86/87	Public Utilities Commission	Smith-Dawson Associates
59-86/87	Public Utilities Commission	L. Lum
60-86/87	Public Utilities Commission	Dale Watson & Associates
61-86/87	Public Works	Baier Design Associates
62-86/87	Public Works	Page, Anderson & Turnbull, Inc.
63-86/87	Public Works	Henry L. Chapot & Associates, Inc.
64-86/87	Social Services	Freewheelers Association, Inc.
65-86/87	Social Services	University of California
66-86/87	Social Services	Charila Foundation/Catholic Youth Organization
67-86/87	Social Service	Family Service Agency of S.F.
68-86/87	Social Services	Children's Home Society
69-86/87	Social Services	S.F. Child Abuse Council
70-86/87	Social Services	S.F. Community College District
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

1173-86 Review of request for approval of proposed personal services contract. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
71-86/87	Controller	Berkeley Software, Inc.

Action: Approve for six months only; notify the offices of the Controller and the Purchaser.

1174-86 Classification of positions in the San Francisco Community College District. (Calendar Item No. 7)



CLASSIFICATION MATTERS (cont.)

1174-86  
(cont.)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
S.F. Community College District	2	1840 Junior Management Assistant (Sch. 45.9 \$87081052)	Same
	1	1424 Clerk Typist (Sch. 39.4 \$6418773)	1426 Senior Clerk Typist (Sch. 41.4 &704B850

Action: Adopt staff report.

COMPENSATION MATTERS

2140-86 Reconsideration of staff denial of request from the Management Assistant Unit of United Public Employees Local 790. (Calendar Item No. 14)

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Local 790.

July 21, 1986: Over to the meeting of August 4, 1986 at the request of staff.

Action: 1. Adopt staff report; deny request.  
2. Commissioner Louis Hop Lee appointed a Committee of One to meet with staff to develop a policy on notification requirements when adding or deleting benchmark data subsequent to the posting of the preliminary salary survey data.

2178-86 Requests for supervisory differential adjustments as provided by Section IV.F of the Salary Standardization Ordinance. (Calendar Item No. 10)

Action: Adopt staff report; approve supervisory differential adjustments; notify departments accordingly.

2180-86 Request for appointment above the entrance rate for various employees. (Calendar Item No. 8)

<u>NAME</u>	<u>Department</u>	<u>Step Requested</u>	<u>Step Recommended</u>
Norman Martin 2708 Custodian	Airport	5	5
Valerie Toohey 8176 Trial Attorney	City Attorney	4	4
Martin Love 8176 Trial Attorney	District Attorney	4	4
Malcolm Vaughan 8146 District Attorney's Investigator	District Attorney	5	5



COMPENSATION MATTERS

2180-86  
(cont.)

<u>NAME</u>	<u>Department</u>	<u>Step Requested</u>	<u>Step Recommended</u>
Ella Muller 8214 Parking Control Officer	Police	5	5
Petra DeJesus- Bonney 8174 Attorney	Public Defender	2	2
Edmundo Vasquez 8174 Attorney	Public Defender	3	3
Andrew Safont 8176 Trial Attorney	Public Defender	4	4
James Putney 2145 Hospital Associate Administrator	Public Health	5	5
Carole Murphy 2924 Medical Social Worker Supervisor	Public Health	5	5
James Cooney 5166 Water Department General Manager	Public Utilities Commission	3	3
Cheryl Blehm 5262 Junior Landscape Architect	Public Works	4	4
Brendan Reilly 7361 Plasterer	Public Works	5	5

Action: Adopt staff report.

EXAMINATION MATTERS

3167-86 Request for reconsideration of staff's denial of protest on the oral examination for Class 1773 Media Training Specialist. (Calendar Item No. 17)

Action: Examination to be readministered as requested by the Public Utilities Commission

3178-86 Appeals of staff denials in the examinations for Classes 1654 Principal Accountant and 1656 Head Accountant. (Calendar Item No. 15)

- July 21, 1986:
1. Appeal of Panfilo T. Pangilinan on the oral interview component of the examinations for Class 1654 and Class 1656 over to the meeting of August 4, 1986 at the request of his attorney.
  2. In the examination for Class 1654 Principal Accountant:
    - A. Deny appeals of Esperanza A. Biasbas, Melanie F. Gaviola and Ernesto F. Gerona.





EXAMINATION MATTERS (cont.)

3178-86  
(cont.)

- B. Refer the appeals of the essay test component of Juan Ernie A. Braganza and Erotilda D. Lao to Committee. Commissioner A. Lee Munson appointed a Committee of One to review the examination process and the individual protests and to report his findings back to the Commission on August 4, 1986.
- 3. In the examination for Class 1656 Head Accountant:
  - A. Deny appeals of Agnes R. Cervantes, Gloria M. Tanigue, and Lorenzo D. Ursua.
  - B. Refer the appeals of the essay test component of Juan Ernie A. Braganza, Erotilda D. Lao, Lawrence M. Ross and Fernando J. Urbano to Committee. Commissioner A. Lee Munson appointed a Committee of One to review the examination process and the individual protests and to report his findings back to the Commission on August 4, 1986.
- Action:
  - 1. Adopt staff report on the protests of the oral interview component of the following examinations:
    - A. Class 1654 Principal Accountant: award minimum passing score to Narcisa M. Braganza, Eleuterio L. Pascual, and Panfilo T. Pangilinan.
    - B. Class 1656 Head Accountant: award minimum passing score to Panfilo T. Pangilinan.
  - 2. Adopt Committee Report on the appeals of the essay test component of the following examinations:
    - A. Class 1654 Principal Accountant: deny appeal of Erotilda D. Lao; award Juan Ernie A. Braganza 11 points.
    - B. Class 1656 Head Accountant: award Juan Ernie A. Braganza 18 points; Erotilda D. Lao 9 points; Lawrence Ross 18 points, and Fernando J. Urbano 6 points.

3577-86 Appeal of rejection for Class Q-2 Police Officer by Desiree T. Garrick. (Calendar Item No. 16)

Action: Over to the meeting of August 18, 1986 at the request of the San Francisco Police Department.

IN-SERVICE MATTERS

4658-86 Appeal from James Nye of the decision of the General Manager, Personnel to withhold his certification from the Class 8440 Probation Officer Eligible List. (Calendar Item No. 11)

Action: Over to the meeting of August 18, 1986 at the request of Juvenile Court.



IN-SERVICE MATTERS (cont.)

4659-86 Decision of the Superior Court in the matter of San Francisco Interns and Residents Association v. the City and County of San Francisco. (Superior Court Number 836-022) (Calendar Item No. 45)

Action: Over to the meeting of August 18, 1986 due to lack of a full Commission. This matter previously announced as continued due to the anticipated absence of two members of the Commission. Commissioner Genevieve Powell was unexpectedly released from jury duty and available to attend today's Civil Service Commission meeting after the announcement of continuance was issued and posted and too late for adequate public notice of retraction.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - AUGUST 4, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Gwendolyn Adams, 9163 Transit Operator, 164/E-116, Public Utilities Commission, San Francisco Municipal Railway, 4/26/84. (Calendar Item No. 29) (2)

Action: Over to the meeting of August 18, 1986 at Ms. Adams' request.

Raymond Bennett, 9163 Transit Operator, 189/E-116, Public Utilities Commission, San Francisco Municipal Railway, 7/17/86. (Calendar Item No. 25) (4)

Action: Over to the meeting of August 18, 1986 at the request of the Transport Workers Union.

Sandrine Boyce, 1404 Clerk, 368/E-1, San Francisco International Airport, Administration Division, 7/7/86. (Calendar Item No. 39) (7)

July 21, 1986: Over to the meeting of August 4, 1986 at the request of the Airports Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Airports Commission.

William Canales, 5266 Architectural Associate II, 9/E-6, San Francisco Unified School District, Facilities Planning Division, 4/2/86. (Calendar Item No. 32) (6)

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Local 21.

July 21, 1986: Over to the meeting of August 4, 1986 at the request of the San Francisco Unified School District.

Action: Off calendar at the request of the San Francisco Unified School District. Mr. Canales to remain under waiver of all employment with the City and County pending final action on this matter.



Reconsideration of Civil Service Commission action of June 16, 1986  
(Commissioners Gloyd, Lee, Munson and Powell):  
Mary L. Dixon, 1650 Accountant, 21/E-41, Commission on the Aging,  
5/20/86. (Calendar Item No. 21) (4)

June 2, 1986: Over to the meeting of June 16, 1986 at the  
request of Local 21.

June 16, 1986: Return name to list. Not to be employed  
again by the Commission on Aging.

Action: Rescind action of June 16, 1986. Off calendar. Ms.  
Dixon to submit resignation to Commission on the Aging  
with thirty (30) days of Civil Service Commission action.

Kathleen M. Doherty, 2320 Registered Nurse, 8/E-720, Department of  
Public Health, Laguna Honda Hospital, 6/30/86. (Calendar Item No.  
38) (6)

Action: Approve. Cancel all current examination and eligibility  
status. Future employment subject to review and  
approval of the General Manager, Personnel after  
satisfactory completion of one year's work experience  
outside the City and County service.

David C. Dugger, Q-50 Sergeant, 83/P-21, San Francisco Police  
Department, Park Station, 7/17/86. (Calendar Item No. 35) (6)

Action: Approve. Cancel all current examination and eligibility  
status. Future employment subject to review and  
approval of the General Manager, Personnel after  
satisfactory completion of one year's work experience  
outside the City and County service. Not to be employed  
again by the San Francisco Police Department.

Norman Dukes, 9163 Transit Operator, 417/E-113, Public Utilities  
Commission, San Francisco Municipal Railway, 6/16/86. (Calendar  
Item No. 42) (7)

July 21, 1986: Over to the meeting of August 4, 1986 at  
Mr. Dukes' request.

Action: Cancel all current examination and eligibility status.  
Future employment subject to review and approval of the  
General Manager, Personnel after satisfactory completion  
of one year's work experience outside the City and  
County service. Not to be employed again by the Public  
Utilities Commission.

Michael Fair, 2736 Porter, 8/E-52, Department of Public Health,  
Laguna Honda Hospital, 6/27/86. (Calendar Item No. 40) (7)

July 21, 1986: Over to the meeting of August 4, 1986 at  
Mr. Fair's request.

Action: Cancel all current examination and eligibility status.  
Future employment subject to review and approval of the  
General Manager, Personnel after satisfactory completion  
of one year's work experience outside the City and  
County service. Not to be employed again by the  
Department of Public Health.





Oscar J. Flores, 9110 Fare Collections Receiver, 32/E-21, Public Utilities Commission, Finance Division, 6/12/86. (Calendar Item No. 24) (4)

July 21, 1986: Over to the meeting of August 4, 1986 at Mr. Flores' request.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Constance Henderson, 2708 Custodian, 183/E-3, San Francisco Unified School District, Custodial Services Division, 4/23/86. (Calendar Item No. 33) (6)

July 21, 1986: Over to the meeting of August 4, 1986 at the request of the San Francisco Unified School District.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Willie E. Jeffries, 2708 Custodian, 5/E-2, San Francisco Public Library, Custodial Division, 7/16/86. (Calendar Item No. 26) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Public Library.

Derek D. Jones, 2708 Custodian, 165/E-1, Department of Public Works, Building Repair, 6/13/86. (Calendar Item No. 34) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Anna Kossman, 1220 Payroll Clerk, 79/E-6, Department of Public Health, San Francisco General Hospital Medical Center, 7/18/86. (Calendar Item No. 23) (4)

July 21, 1986: Over to the meeting of August 4, 1986 at the request of the Department of Public Health.

Action: Return name to list. Civil Service Commission Examination Unit to investigate Ms. Kossman's allegations and to report findings to the Civil Service Commission.



Frank Lostaunau, 2930 Psychiatric Social Worker, 35/E-37, Department of Public Health, Mental Health Programs, 6/17/86. (Calendar Item No. 37) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Reconsideration of Civil Service Commission action of February 11, 1985 (Commissioners Gloyd, Lee, Munson, Powell and Texidor del Portillo):

Keith E. Matsuo, Q-2 Police Officer, 169/E-97, San Francisco Police Department, Communications Division, 1/16/85. (Calendar Item No. 31) (6)

February 11, 1985: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

March 25, 1985: Remand to the Chief of Police for reconsideration of the certification of services.

June 16, 1986: Over to the meeting of June 30, 1986 at Mr. Matsuo's request.

June 30, 1986: Over to the meeting of July 21, 1986 at Mr. Matsuo's request.

July 21, 1986: Over to the meeting of August 4, 1986 at the request of the San Francisco Police Department.

Action: Rescind action of February 11, 1985. No restrictions on future employment.

Clifton Matthews, 9163 Transit Operator, 1/S-104, Public Utilities Commission, San Francisco Municipal Railway, 6/3/86. (Calendar Item No. 44) (7)

July 21, 1986: Over to the meeting of August 4, 1986 at Mr. Matthews' request.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Juanita L. Oliver, 330 Deputy Clerk, 71/E-19, Municipal Court, Criminal Division, 7/10/86. (Calendar Item No. 28) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Municipal Court.



Karl Paige, 7381 Automotive Mechanic, 120/E-8, Public Utilities Commission, San Francisco Municipal Railway, 6/25/86. (Calendar Item No. 43) (7)

July 21, 1986: Over to the meeting of August 4, 1986 at Mr. Paige's request.

Action: Over to the meeting of August 18, 1986 at Mr. Paige's request.

Richard Ray, 9163 Transit Operator, 114/E-118, Public Utilities Commission, San Francisco Municipal Railway, 7/2/86. (Calendar Item No. 30) (2)

Action: No restrictions on future employment.

Patsy A. Reese, 7347 Plumber, 43/CPE-1, Department of Public Works, Building Repair, 7/9/86. (Calendar Item No. 27) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Mary Richardson, 2302 Orderly, LT, Department of Public Health, Laguna Honda Hospital, 1/10/86. (Calendar Item No. 19) (1)

February 3, 1986: Over to the meeting of March 10, 1986 at the request of Ms. Richardson's representative.

March 10, 1986: Over to the meeting of March 31, 1986 due to lack of a quorum.

March 31, 1986: Over to the meeting of April 21, 1986. Refer allegation of discrimination at the Department of Public Health, San Francisco General Hospital, to the Civil Service Commission Affirmative Action Coordinator for investigation and report by the end of May.

April 21, 1986: Over to the meeting of May 19, 1986 at the request of Local 250.

May 19, 1986: Over to the meeting of June 16, 1986 at the request of Ms. Richardson's attorney.

June 16, 1986: Over to the meeting of June 30, 1986 at the request of the Department of Public Health ( 2 P.M. Calendar).

June 30, 1986: Over to the meeting of August 4, 1986. Pertinent parties to supply information or documentation requested by the Commission related to (1) duties of an Orderly; (2) date of alleged mistreatment of patient in October, 1985; and, (3) dates and documentation of periods of "claimed illness."

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.



Tesa Thomas, 2302 Orderly, 20/E-313, Department of Public Health, Laguna Honda Hospital, 6/13/86. (Calendar Item No. 22) (4)

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Local 250.

July 21, 1986: Over to the meeting of August 4, 1986 at the request of Local 250.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Cynthia Thompson, 2760 Laundry Worker, 6/E-2, Department of Public Health, San Francisco General Hospital Medical Center, 5/25/86. (Calendar Item No. 36) (6)

Action: Over to the meeting of August 18, 1986 due to Ms. Thompson's late arrival.

Oliver Tyson, 2302 Orderly, 18/E-313, Department of Public Health, Laguna Honda Hospital, 7/25/86. (Calendar Item No. 41) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Kwok L. Wong, 7372 Stationary Engineer, Sewage Plant, LT, Department of Public Works, Water Pollution Control, 6/18/86. (Calendar Item No. 20) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

#### A D J O U R N M E N T

This meeting was adjourned in memory of the Honorable George Agnost, City Attorney.





CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - AUGUST 18, 1986

PART I - 2:00 P.M.

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Munson  
Commissioner Powell  
Commissioner Texidor del Portillo

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of August 4, 1986.

Action: Approve.

ANNOUNCEMENT:

Due to the Labor Day Holiday on September 1, 1986, which conflicts with the regular Civil Service Commission meeting date, the Commission will hold its first meeting in September on Tuesday, September 2, 1986. This meeting will be held in the Lurie Room, First Floor, Main Public Library, Larkin at McAllister Streets.

The Commission will consider items of regular business at 2 P.M. Separations from the Service will be reviewed on conclusion of the regular agenda; however, a roll call of the names of persons on the Separations agenda will be held at 3 P.M.

The Commission will meet on Monday, September 15, 1986 as regularly scheduled at 2 P.M. and 3 P.M. in Room 232 City Hall.

DOCUMENTS DEPT.

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CLASSIFICATION MATTERS

1152-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

July 21, 1986: Contract Number 36-86/87 over to the meeting of August 4, 1986.

August 4, 1986: Over to the meeting of August 18, 1986 at the request of the Public Utilities Commission.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
36-86/87	Public Utilities Commission	Camp Dresser and McKee

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1179-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
72-86/87	Asian Art Museum	Rand Castile
73-86/87	Fire	Cecelia Crawford, Ph.D.
74-86/87	Fire	Jessica Gaynor, Ph.D.
75-86/87	Mayor's Office	Jo Anne Sanzeri



CLASSIFICATION MATTERS (cont.)

1179-86  
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
76-86/87	Port	Carl, Arnold, Palmer & Noble
77-86/87	Port	S.F. Conservation Corps.
78-86/87	Public Health	Family Service Agency
79-86/87	Public Health	Project Title XVI, Inc.
80-86/87	Public Health	S.F. Education Fund
81-86/87	Public Health	Precision Key punch
82-86/87	Public Health	Dictation West
83-86/87	Public Health	Supertypes
84-86/87	Public Utilities Commission	California Environmental Internship Program
85-86/87	Public Utilities Commission	Golden Gate Energy Center
86-86/87	Public Utilities Commission	Pitometer Associates
87-86/87	Public Utilities Commission	Alan Browning
88-86/87	Public Utilities Commission	J. L. Mersky
89-86/87	Social Services	Rosanne Lawson
90-86/87	Fire	PSW3, Incorporated
91-86/87	Recreation and Parks	Innovative Directions, Inc.
92-86/87	Health Service System	Pacific Peer Review
93-86/87	Health Service System	Blue Cross of California
94-86/87	Health Service System	Rael & Letson
95-86/87	Police	S.F. Conservation Corps.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1180-86 Classification of positions in various city departments.  
(Calendar Item No. 6)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Health Central Office	1	2825 Senior Health Educator (Sch. 53.7 \$1261B1528)	Same
Fine Arts Museums	2	8226 Museum Guard (Sch. 45.4 \$850B1027)	8228 Senior Museum Guard (Sch. 47.6 \$943B1141)

Action: Adopt staff report.



CLASSIFICATION MATTERS (cont.)

1181-86 Request to make a temporary exempt appointment in Class 1232 Training Officer per Charter Section 8.300(5). (Calendar Item No. 7)

Action: Adopt staff report.

1. Approve a temporary exempt appointment to a position in Class 1232 Training Officer in accordance with Charter Section 8.300(5) for a period of one year.
2. Approve an exempt appointment to the position at the fifth step (\$1450 B/W) of the range for Class 1232 per Section VII A.3B of the Salary Standardization Ordinance.

EXAMINATION MATTERS

3577-86 Appeal of rejection for Class Q-2 Police Officer by Desiree T. Garrick. (Calendar Item No. 11)

August 4, 1986: Over to the meeting of August 18, 1986 at the request of the San Francisco Police Department.

Action: Over to the meeting of September 2, 1986 at Ms. Garrick's request.

3591-86 Appeal of rejection for Class 8304 Deputy Sheriff by Carlos J. Machado. (Calendar Item No. 12)

- Action:
1. Over to the meeting of September 2, 1986 at the request of Mr. Machado's attorney.
  2. The Sheriff to provide a copy of the polygraph examination results to the Commission by August 25, 1986. Copy of this record to be provided to Mr. Machado.

IN-SERVICE MATTERS

4658-86 Appeal from James Nye of the decision of the General Manager, Personnel to withhold his certification from the Class 8440 Probation Officer Eligible List. (Calendar Item No. 10)

August 4, 1986: Over to the meeting of August 18, 1986 at the request of Juvenile Court.

Action: Grant appeal of James Nye; find qualified as to background in this examination for Class 8440 Probation Officer.

4659-86 Decision of the Superior Court in the matter of San Francisco Interns and Residents Association v. the City and County of San Francisco. (Superior Court Number 836-022) (Calendar Item No. 27)

August 4, 1986: Over to the meeting of August 18, 1986 due to lack of a full Commission. This matter previously announced as continued due to the anticipated absence of two members of the Commission. Commissioner Genevieve Powell was unexpectedly released from jury duty and available to attend today's Civil Service Commission meeting after the announcement of continuance was issued and posted and too late for adequate public notice of retraction.

Action: Off calendar at the call of the Chair.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - AUGUST 18, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Gwendolyn Adams, 9163 Transit Operator, 164/E-116, Public Utilities Commission, San Francisco Municipal Railway, 4/26/84. (Calendar Item No. 17) (2)

August 4, 1986: Over to the meeting of August 18, 1986 at Ms. Adams' request.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Review of Civil Service Commission action of June 2, 1986 (Commissioners Gloyd, Lee and Texidor del Portillo):  
Michael C. Anderson, 2930 Psychiatric Social Worker, 49/E-38, Community Mental Health, Department of Public Health, 4/11/86. (Calendar Item No. 15) (4)

May 19, 1986: Over to the meeting of June 2, 1986 at Ms. Anderson's request.

June 2, 1986: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Action: Over to the meeting of September 2, 1986 due to lack of a full Commission.

Michael Bass, 9163 Transit Operator, 1126/E-112, Public Utilities Commission, San Francisco Municipal Railway, 7/22/86. (Calendar Item No. 23) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after providing evidence of satisfactory progress in a rehabilitation program and satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.





Raymond Bennett, 9163 Transit Operator, 189/E-116, Public Utilities Commission, San Francisco Municipal Railway, 7/17/86. (Calendar Item No. 16) (4)

August 4, 1986: Over to the meeting of August 18, 1986 at the request of the Transport Workers Union.

Action: Over to the meeting of September 15, 1986 at the request of the Transport Workers Union.

Tangie Brown, 2708 Custodian, 14/E001, San Francisco Unified School District, Custodial Services, 6/13/86. (Calendar Item No. 14) (3)

Action: Over to the meeting of September 2, 1986 due to Ms. Brown's late arrival.

Madeleine Burroughs, 8238 Communications Dispatcher, 9/CPE-1, San Francisco Police Department, Communications Division, 7/28/86. (Calendar Item No. 26) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Japheth Castro, 9163 Transit Operator, 162/E-115, Public Utilities Commission, San Francisco Municipal Railway, 7/28/86. (Calendar Item No. 24) (7)

Action: Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two (2) year's work experience outside the City and County service.

Willie Gatlin, 9163 Transit Operator, 146/E-115, Public Utilities Commission, San Francisco Municipal Railway, 7/30/86. (Calendar Item No. 25) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Constance Ivy, 2320 Registered Nurse, 7/E-627, Department of Public Health, San Francisco General Hospital Medical Center, 5/11/86. (Calendar Item No. 20) (6)

Action: Over to the meeting of September 15, 1986 at the request of the Department of Public Health.

Rita Jenkins, 2305 Psychiatric Technician, 12/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 3/4/86. (Calendar Item No. 18) (6)

May 5, 1986: Over to the meeting of May 19, 1986 at the request of the Department of Public Health.

May 19, 1986: Over to the meeting of June 2, 1986 at Ms. Jenkins' request.



Rita Jenkins  
(cont.)

June 2, 1986: Over to the meeting of June 16, 1986 at the request of Local 790.

June 16, 1986: Over to the meeting of June 30, 1986 (2 P.M. Calendar).

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Local 250.

July 21, 1986: Over to the meeting of August 18, 1986 at the request of Department of Public Health.

Action: No restrictions on future employment.

Karl Paige, 7381 Automotive Mechanic, 120/E-8, Public Utilities Commission, San Francisco Municipal Railway, 6/25/86. (Calendar Item No. 22) (7)

July 21, 1986: Over to the meeting of August 4, 1986 at Mr. Paige's request.

August 4, 1986: Over to the meeting of August 18, 1986 at Mr. Paige's request.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Kenneth Taylor, 2736 Porter, 69/E-52, Department of Public Health, Laguna Honda Hospital, 6/9/86. (Calendar Item No. 21) (7)

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Local 250.

July 21, 1986: Over to the meeting of August 18, 1986 at Mr. Taylor's request.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of three (3) year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Cynthia Thompson, 2760 Laundry Worker, 6/E-2, Department of Public Health, San Francisco General Hospital Medical Center, 5/25/86. (Calendar Item No. 19) (6)

August 4, 1986: Over to the meeting of August 18, 1986 due to Ms. Thompson's late arrival.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service.

This meeting was adjourned in memory of Larry Bunnell, a Civil Service Commission staff member since July 6, 1977, who died on July 30, 1986, and Patrick Sweeney, a member of the Staff of the Mayor's Office since February 14, 1979, who died on August 6, 1986.



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City and County of San Francisco



Civil Service Commission

Carlota Texidor del Portillo  
A. Lee Munson  
Howard S. Gloyd  
Louis Hop Lee  
Genevieve Powell

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

John J. Walsh  
Albert C. Walker

General Manager, Personnel  
Assistant Secretary

# SPECIAL MEETING

*Calendar - Action - Policy*

AUGUST 25, 1986

11:45 A.M.

ROOM 154B CITY HALL

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SEP 11 1986

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PUBLIC LIBRARY

Present: Louis Hop Lee  
A. Lee Munson  
Genevieve Powell  
Carlota Texidor del Portillo

Excused: Howard S. Gloyd

Commissioner Texidor del Portillo presided.

## COMPENSATION MATTER

2204-86 Consideration of uniformed police rates of pay in the City of Los Angeles.

Action: Deny request to certify Los Angeles police salary data to the Board of Supervisors because it is not yet final and binding and requires further action by the Los Angeles City Council.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - SEPTEMBER 2, 1986

PART I - 2:45 P.M.

Present: Commissioner Lee  
Commissioner Munson  
Commissioner Powell  
Commissioner Texidor del Portillo

(Items Missed: 1, 2, 3, 4)

Excused: Commissioner Gloyd

Commissioner Texidor del Portillo presided

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MINUTES: Regular Meeting of August 18, 1986.

SEP 12 1986

Action: Approve.

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ANNOUNCEMENTS

Executive Session, August 25, 1986.

The Civil Service Commission convened a Special Meeting on August 25, 1986 to discuss a compensation matter, item number 2204-86 consideration of uniformed police rates of pay in the City of Los Angeles.

During the course of the meeting, the Civil Service Commission recessed into an Executive Session with the City Attorney pursuant to the State of California Government Code Section 54956.9.

Present were Commissioners Carlota Texidor del Portillo, A. Lee Munson, Louis Hop Lee and Genevieve Powell. No action was taken.

CLASSIFICATION MATTERS

1189-86 Classification of new positions in the 1986-87 Budget.  
(Calendar Item No. 6)

Action: Adopt staff report; allocate new positions to recommended classifications; defer classification action on positions designated with symbol "SC".

1191-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
96-86/87	Public Health	Community Crisis Services of San Francisco
97-86/87	Public Health	Support Services for Elders, Inc.
98-86/87	Public Health	Frances Collins
99-86/87	Public Health	Laura Brainin-Rodriquez
100-86/87	Public Health	Regents-University of California, Department of Medicine
101-86/87	CAO	Hood and Strong
102-86/87	CAO	Keith W. Grand, Inc.





CLASSIFICATION MATTERS (cont.)

1191-86 (cont.)	<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
	103-86-87	Civil Service Commission	Jack Clancy & Associates
	104-86/87	District Attorney	Peterson and Dodge
	105-86/87	Human Rights Commission	S.F. Intergroup Clearinghouse, Inc.
	106-86/87	Port	Holzmueller Productions
	107-86/87	Port	Deets and Associates
	108-86/87	Public Works	F.W. Associates, Inc.
	109-86/87	Public Works	Technical Roof Services Inc.
	110-86/87	Public Works	The Asphalt Institute
	111-86/87	Public Works	Towill, Inc.
	112-86/87	Public Works	Dames and Moore
	113-86/87	Public Works	Joseph Chow & Associates
	114-86/87	Public Works	MPA Design
	115-86/87	Public Works	K.N. Tuan & Associates, Civil & Structural Engineers
	116-86/87	Public Works	Chamberlain/Painter, Inc.
	117-86/87	Public Works	DPAS
	118-86/87	Sheriff	Thomas L. Montague
	119-86/87	Social Services	Child Welfare League of America
Action:	1.	Contract number 118-86/87 over to the meeting of September 15, 1986.	
	2.	Adopt staff report on the remaining contracts; notify the offices of the Controller and the Purchaser.	

COMPENSATION MATTER

2203-86	Request for authority to conduct a salary survey for salary standardization for miscellaneous employees pursuant to Charter Section 8.400, 8.401 and 8.407 for fiscal year 1987-88. (Calendar Item No. 7)		
Action:	1.	Adopt staff report, authorized the conduct of a salary survey for salary standardization for fiscal year 1987-88.	
	2.	Request that the Board of Supervisors authorize expenditure of the necessary funds to conduct the salary survey.	
	3.	Advise the Board of Supervisors that the final salary recommendations will be forwarded to the Board circa mid-March, 1987.	



EXAMINATION MATTERS

- 3161-84 Examinations for Class H-4 Inspector and Class H-20 Lieutenant, San Francisco Fire Department. (Calendar Item No. 9)
- November 8, 1984:           A. Analyze the examination results for adverse impact and prepare an analysis of those results with the objective of recommending a use of these examination results that continues to satisfy government regulations and professional standards.
- B. Direct test consultant to proceed with the scoring of the unscored test components and to prepare models related to probable outcomes with respect to Equal Employment Opportunity considerations.
- June 16, 1986:           Over to the meeting of June 30, 1986 at the request of staff.
- June 30, 1986:           Over to the next meeting at the request of the City Attorney.
- July 21, 1986:           Over to a Special Meeting in Executive Session on August 4, 1986 at 1:15 P.M. in Room 154 City Hall.
- August 4, 1986:           At 1:15 P.M. today, the Civil Service Commission met in closed session with the City Attorney pursuant to the State of California Government Code Section 54956.9 to discuss the matter of the United States of America versus the City and County of San Francisco, et al. (USDC No. C84-7089 MHP). This litigation involves the examinations for Class H-4 Inspector and Class H-20 Lieutenant, San Francisco Fire Department. Present were Commissioners Carlota Texidor del Portillo, A. Lee Munson, Louis Hop Lee, and Genevieve Powell.
- The Commission unanimously agreed to continue consideration of this item to the first meeting of September on Tuesday, September 2, 1986.
- Action:           Over to the meeting of September 15, 1986 at the request of the City Attorney.
- 3189-86 Appeal of examination announcement for Class 9210 Airport Police Officer. (Calendar Item No. 17)
- Action:           Adopt staff report; deny appeal.
- 3190-86 Appeal of staff's denial to grant thirty (30) promotive points for performance rating in the examination for Class 9217 Deputy Chief, Bureau of Airport Police. (Calendar Item No. 16)
- Action:           Over to the meeting of September 15, 1986 at the request of the appellant.



EXAMINATION MATTERS (cont.)

- 3192-86     Recommending the type of examination to be administered for Class H50 Assistant Chief, San Francisco Fire Department. (Calendar Item No. 10)
- Action:     Adopt staff report; accept the recommendation of the Fire Commission. The next examination for Class H50 Assistant Chief, San Francisco Fire Department will consist of both written and oral components.
- .
- 3577-86     Appeal of rejection for Class Q-2 Police Officer by Desiree T. Garrick. (Calendar Item No. 14)
- August 4, 1986:             Over to the meeting of August 18, 1986 at the request of the San Francisco Police Department.
- August 18, 1986:             Over to the meeting of September 2, 1986 at Ms. Garrick's request.
- Action:             Over to the meeting of September 15, 1986 at the request of San Francisco Police Department.
- .
- 3591-86     Appeal of rejection for Class 8304 Deputy Sheriff by Carlos J. Machado. (Calendar Item No. 15)
- August 18, 1986:     1.             Over to the meeting of September 2, 1986 at the request of Mr. Machado's attorney.
2.             The Sheriff to provide a copy of the polygraph examination results to the Commission by August 25, 1986. Copy of this record to be provided to Mr. Machado.
- Action:             Over to the meeting of October 6, 1986 at the request of the Sheriff.

## IN-SERVICE MATTERS

- 4702-86 Resolution of Commendation for Mori Noguchi, Class 1272 Senior Departmental Personnel Officer, San Francisco Community College District, and former long-time member of the Civil Service Commission staff, upon his retirement. (Calendar Item No. 4)
- Action: Adopt.
- 4744-86 Proposed amendments to Civil Service Commission Rules 6 - Separation Hearings and Procedures, and 33 - Resignation. (Calendar Item No. 8)
- Action: Post for adoption following meet and confer.
- 4746-86 Request from the Department of Public Health for exception to the order of lay-off in Class 2574 Clinical Psychologist. (Calendar Item No. 11)
- Action: Approve request; allow exception to the order of lay-off in Class 2574 Clinical Psychologist, Department of Public Health.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - SEPTEMBER 2, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Darlyn L. Aguila, 7372 Stationary Engineer, Sewage Plant, LT,  
Department of Public Works, Water Pollution Control, 7/31/86.  
(Calendar Item No. 19) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Review of Civil Service Commission action of June 2, 1986  
(Commissioners Gloyd, Lee and Texidor del Portillo):  
Michael C. Anderson, 2930 Psychiatric Social Worker, 49/E-38,  
Department of Public Health, Community Mental Health, 4/11/86.  
(Calendar Item No. 22) (4)

May 19, 1986: Over to the meeting of June 2, 1986 at Ms.  
Anderson's request.

June 2, 1986: Dismiss from the Service. Cancel all  
current examination and eligibility  
status. Future employment subject to  
review and approval of the General Manager,  
Personnel after satisfactory completion of  
one year's work experience outside the City  
and County service. Not to be employed  
again by the Department of Public Health.

August 18, 1986: Over to the meeting of September 2, 1986  
due to lack of a full Commission.

Action: Over to the meeting of September 15, 1986 at the request  
of the Department of Public Health.

William Andrews, 7379 Electric Transit Mechanic, 13/E-5, San  
Francisco Municipal Railway, Equipment Maintenance Division,  
8/13/86. (Calendar Item No. 26) (7)

Action: Cancel all current examination and eligibility status.  
Future employment subject to review and approval of the  
General Manager, Personnel after satisfactory completion  
of one year's work experience outside the City and  
County service. Not to be employed again by the Public  
Utilities Commission.





Tangie Brown, 2708 Custodian, 14/E001, San Francisco Unified School District, Custodial Services, 6/13/86. (Calendar Item No. 21) (3)

August 18, 1986: Over to the meeting of September 2, 1986 due to Ms. Brown's late arrival.

Action: Over to the meeting of September 15, 1986 at the request of San Francisco Unified School District.

Wallace Duncan, 2905 Senior Eligibility Worker, 44/CPE-5, Department of Social Services, 7/31/86. (Calendar Item No. 23) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of three (3) year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

Dana Kess, 2708 Custodian, 106/E-3, San Francisco International Airport, Custodial Division, 7/21/86. (Calendar Item No. 24) (6)

Action: Approve. Not to be employed again by the Airports Commission.

Charles E. Moore, 2604 Food Service Worker, 2/E-7, Department of Public Health, Laguna Honda Hospital, 8/9/86. (Calendar Item No. 25) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

William R. Moore, 9163 Transit Operator, 72/E-103, San Francisco Municipal Railway, Public Utilities Commission, 8/14/86. (Calendar Item No. 27) (7)

Action: Over to the meeting of October 20, 1986.

Petrona Roa, 7530 Street Cleaner, LT, Department of Public Works, Street Cleaning, 7/25/86. (Calendar Item No. 20) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Raymond Tsang, 9163 Transit Operator, 98/E-116, San Francisco Municipal Railway, Public Utilities Commission, 8/12/86. (Calendar Item No. 28) (7)

Action: Over to the meeting of September 15, 1986 at the request of Mr. Tsang.



Charles Wilder, 9163 Transit Operator, 431/E-113, San Francisco Municipal Railway, Public Utilities Commission, 8/13/86. (Calendar Item No. 29) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

#### A D J O U R N M E N T

In memory of Karin Peterson, an employee of the City and County of San Francisco since September 1, 1966 and a member of the Juvenile Court staff since August 5, 1985 who died on August 29, 1986.



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Calendar - Actions Taken  
CIVIL SERVICE COMMISSION OF SAN FRANCISCO  
REGULAR MEETING - SEPTEMBER 15, 1986  
PART I - 2:00 P.M.

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Munson

Excused: Commissioner Powell

Commissioner Texidor del Portillo presided

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- MINUTES: A. Special Meeting of August 25, 1986  
B. Regular Meeting of September 2, 1986  
Action: Approve.

ANNOUNCEMENT

The Civil Service Commission cancelled the Executive Session which had been scheduled for 1:30 P.M. today to discuss litigation involving the examinations for Class H-4 Inspector and Class H-20 Lieutenant, San Francisco Fire Department.

CLASSIFICATION MATTERS

- 1125-86 Review of Civil Service action related to Project Manager issues in the Public Utilities Commission, Utilities Engineering Bureau. (Calendar Item No. 11)  
June 16, 1986: Adopt staff report. (This matter continued to the meeting of June 30, 1986).  
June 30, 1986: Over to the meeting of July 21, 1986 at the request of the Public Utilities Commission.  
July 21, 1986: Over to the meeting of September 15, 1986 at the request of the Public Utilities Commission.  
Action: Over to the meeting of October 6, 1986 at the request of the General Manager, Personnel.
- 1191-86 Review of request for approval of proposed personal services contract. (Calendar Item No. 5)  
September 2, 1986: Contract number 118-86/87 over to the meeting of September 15, 1986.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
118-86/87	Sheriff	Thomas L. Montague
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser. (Vote of 3 to 1: Commissioner Gloyd dissents)	



CLASSIFICATION MATTERS (cont.)

1196-86    Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
120-86/87	Public Utilities Commission	Infomanage, Inc.
121-86/87	Public Utilities Commission	Dynasty Services, Inc.
122-86/87	Public Utilities Commission	M.S.W. Computer Consulting
123-86/87	Public Utilities Commission	Stanford C. Dennison, Inc.
124-86/87	Public Utilities Commission	R.C. Research, Inc.
125-86/87	Public Utilities Commission	C.G. Computer
126-86/87	Public Utilities Commission	Information Systems Assoc.
127-86/87	Public Utilities Commission	U.C. Berkeley Work Study Program
128-86/87	Public Utilities Commission	Linda Shomaker
129-86/87	Airport	Harmon & Shaheen Assoc., Inc.
130-86/87	Controller	Tim Meager & Assoc., Inc.
131-86/87	Police	PSW3, Incorporated
132-86/87	Port	Vickerman/Zachery/Miller
133-86/87	Public Works	Signet Testing Labs
134-86/87	Public Works	Harding Lawson Assoc.
135-86/87	Public Health	Weissburg & Aronson
136-86/87	Public Works	Towill, Inc.
137-86/87	Public Works	Bechtel Corp., Inc.
138-86/87	Mayor's Office	Owen D'Souza
139-86/87	Mayor's Office	Lorraine Lampkin
140-86/87	Social Services	Bidded contract-Purchaser will award

- Action:
1. Contract number 129-86/87 over to the meeting of October 6, 1986.
  2. Contract number 140-86/87 over to a meeting to be determined after the Purchaser awards bid to a specific contractor.
  3. Adopt staff report on the remaining contracts; notify the offices of the Controller and the Purchaser.





CLASSIFICATION MATTERS (cont.)

1197-86 Classification of positions in various City departments.  
(Calendar Item No. 6)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
S.F. War Memorial & Performing Arts Center	1	1650 Accountant (Sch. 44.3 \$807B975)	1652 Senior Accountant (Sch. 48.3 \$975B1180)
S.F. Community College District	1	1220 Payroll Clerk (Sch. 43.8 \$788B952)	1222 Senior Payroll and Personnel Clerk (Sch. 45.8 \$866B1047)
	1	1444 Secretary I (Sch. 40.3 \$668B807)	1446 Secretary II (Sch. 43.4 \$773B934)
City Planning	1	5280 Planner III (Sch. 54.9 \$1336B1618)	5292 Planner III-Zoning (Sch. 54.9 \$1336B1618)
Port	1	5314 Survey Party Chief (Sch. 54.8 \$1329B1611)	5216 Chief Surveyor (Sch. 58.2 \$1565B1899)

Action: Adopt staff report.

1199-86 Request to make a temporary exempt appointment in Class 8454 Criminal Justice Specialist III for the District Attorney's Office.  
(Calendar Item No. 8)

Action: Adopt staff report.

1. Approve the temporary exempt appointment of Ms. Donna Medley to a position in Class 8454 Criminal Justice Specialist III in accordance with Charter Section 8.300(5) for a two year period.
2. Approve the appointment of Ms. Donna Medley at the third step of the range for Class 8454 Criminal Justice Specialist III (\$1706 bi-weekly, \$44,527 annually) per the authority of Section VII A.3 of the Salary Standardization Ordinance.

COMPENSATION MATTER

2211-86 Request for appointment above the entrance rate for various employees. (Calendar Item No. 7)

<u>NAME</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Joseph Matranga 1844 Senior Management Assistant	District Attorney	5	5
Sheila Smith 1444 Secretary I	Public Library	5	5



COMPENSATION MATTER (cont.)

2211-86  
(cont.)

<u>NAME</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Edward Janelli 5275 Senior Landscape Architect	Public Works	3	3
Donald Levy 6331 Building Inspector	Public Works	5	5
Carol Leonard 3234 Marina Manager	Recreation and Park	4	4
Bruce Bungler 3426 Urban Forester	Recreation and Park	5	5
Mario Acosta 2574 Clinical Psychologist	Public Health	3	3

Action: Adopt staff report.

EXAMINATION MATTERS

3161-84 Examinations for Class H-4 Inspector and Class H-20 Lieutenant, San Francisco Fire Department. (Calendar Item No. 12)

November 8, 1984: A. Analyze the examination results for adverse impact and prepare an analysis of those results with the objective of recommending a use of these examination results that continues to satisfy government regulations and professional standards.

B. Direct test consultant to proceed with the scoring of the unscored test components and to prepare models related to probable outcomes with respect to Equal Employment Opportunity considerations.

June 16, 1986: Over to the meeting of June 30, 1986 at the request of staff.

June 30, 1986: Over to the next meeting at the request of the City Attorney.

July 21, 1986: Over to a Special Meeting in Executive Session on August 4, 1986 at 1:15 P.M. in Room 154 City Hall.

August 4, 1986: At 1:15 P.M. today, the Civil Service Commission met in closed session with the City Attorney pursuant to the State of California Government Code Section 54956.9 to discuss the matter of the United States of America versus the City and County of San Francisco, et al. (USDC No. C84-7089 MHP). This litigation involves the examinations for Class H-4 Inspector and Class H-20 Lieutenant, San Francisco Fire Department. Present were Commissioners Carlota Texidor del Portillo, A. Lee Munson, Louis Hop Lee, and Genevieve Powell.



EXAMINATION MATTERS (cont.)

3161-84  
(cont.)

The Commission unanimously agreed to continue consideration of this item to the first meeting of September on Tuesday, September 2, 1986.

September 2, 1986: Over to the meeting of September 15, 1986 at the request of the City Attorney.

Action: Off calendar at the call of the Chair.

3190-86 Appeal of staff's denial to grant thirty (30) promotive points for performance rating in the examination for Class 9217 Deputy Chief, Bureau of Airport Police. (Calendar Item No. 14)

September 2, 1986: Over to the meeting of September 15, 1986 at the request of the appellant.

Action: Adopt staff report; deny appeal. (Vote of 4 to 0)

3191-86 Appeal of staff denial of protest regarding the scoring of the written examination for Class 9142 Transit Manager III. (Calendar Item No. 16)

Action: Adopt staff report; deny appeal.

3577-86 Appeal of rejection for Class Q-2 Police Officer by Desiree T. Garrick. (Calendar Item No. 13)

August 4, 1986: Over to the meeting of August 18, 1986 at the request of the San Francisco Police Department.

August 18, 1986: Over to the meeting of September 2, 1986 at Ms. Garrick's request.

September 2, 1986: Over to the meeting of September 15, 1986 at the request of San Francisco Police Department.

Action: Over to the meeting of October 6, 1986 at the request of the San Francisco Police Department and Ms. Garrick.

3598-86 Appeal of rejection for Class 8304 Deputy Sheriff by Edmund S. Chang. (Calendar Item No. 15)

Action: Sustain the disqualification of Edmund S. Chang by the Sheriff. (Vote of 3 to 1: Commissioner Gloyd dissents)



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - SEPTEMBER 15, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Review of Civil Service Commission action of June 2, 1986  
(Commissioners Gloyd, Lee and Texidor del Portillo):  
Michael C. Anderson, 2930 Psychiatric Social Worker, 49/E-38,  
Department of Public Health, Community Mental Health, 4/11/86.  
(Calendar Item No. 19) (4)

May 19, 1986: Over to the meeting of June 2, 1986 at Ms.  
Anderson's request.

June 2, 1986: Dismiss from the Service. Cancel all  
current examination and eligibility  
status. Future employment subject to  
review and approval of the General Manager,  
Personnel after satisfactory completion of  
one year's work experience outside the City  
and County service. Not to be employed  
again by the Department of Public Health.

August 18, 1986: Over to the meeting of September 2, 1986  
due to lack of a full Commission.

September 2, 1986: Over to the meeting of September 15, 1986  
at the request of the Department of Public  
Health.

Action: Over to the meeting of October 6, 1986 at the request of  
Ms. Anderson's attorney.

Raymond Bennett, 9163 Transit Operator, 189/E-116, Public Utilities  
Commission, San Francisco Municipal Railway, 7/17/86. (Calendar  
Item No. 21) (4)

August 4, 1986: Over to the meeting of August 18, 1986 at  
the request of the Transport Workers Union.

August 18, 1986: Over to the meeting of September 15, 1986  
at the request of the Transport Workers  
Union.

Action: Cancel all current examination and eligibility status.  
Future employment subject to review and approval of the  
General Manager, Personnel after satisfactory completion  
of one year's work experience outside the City and  
County service.





Tangie Brown, 2708 Custodian, 14/E001, San Francisco Unified School District, Custodial Services, 6/13/86. (Calendar Item No. 18) (3)

August 18, 1986: Over to the meeting of September 2, 1986 due to Ms. Brown's late arrival.

September 2, 1986: Over to the meeting of September 15, 1986 at the request of San Francisco Unified School District.

Action: Grant appeal. Disapprove Automatic Resignation.

Constance Ivy, 2320 Registered Nurse, 7/E-627, Department of Public Health, San Francisco General Hospital Medical Center, 5/11/86. (Calendar Item No. 22) (6)

August 18, 1986: Over to the meeting of September 15, 1986 at the request of the Department of Public Health.

Action: Over to the meeting of October 6, 1986 at the request of Ms. Ivy's attorney.

Paul A. Marshall, 7502 Asphalt Worker, 7/E-06, Department of Public Works, Street and Sewer Repair, 8/30/86. (Calendar Item No. 26) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Chester McGilbra, 9163 Transit Operator, 1034/E-112, Public Utilities Commission, San Francisco Municipal Railway, 8/26/86. (Calendar Item No. 24) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Elaine Morgan, 8304 Deputy Sheriff, 26/E-5, Office of the Sheriff, Prisoner Custody Division, 9/3/86. (Calendar Item No. 27) (7)

Action: Off calendar at the call of the Chair.

Ruby Roberson, 2320 Registered Nurse, 1/E-708, Department of Public Health, San Francisco General Hospital Medical Center, 5/29/86. (Calendar Item No. 20) (4)

June 16, 1986: Over to the meeting of June 30, 1986 at the request of the Department of Public Health.

June 30, 1986: Off calendar at the request of the Department of Public Health.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.



Raymond Tsang, 9163 Transit Operator, 98/E-116, San Francisco Municipal Railway, Public Utilities Commission, 8/12/86. (Calendar Item No. 23) (7)

September 2, 1986: Over to the meeting of September 15, 1986 at the request of Mr. Tsang.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Must submit evidence of successful completion in a recognized rehabilitation program for substance abuse.

Joseph Williams, 2708 Custodian, 125/E-3, San Francisco Community College District, College Division, 8/22/86. (Calendar Item No. 25) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Community College District.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO  
MINUTES OF REGULAR MEETING - OCTOBER 6, 1986

PART I - 2:00 P.M.

Present: Commissioner Gloyd  
Commissioner Lee

(Items Missed: Minutes, 4,  
5, 6, 7, 8)

Commissioner Munson  
Commissioner Texidor del Portillo

Excused: Commissioner Powell

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of September 15, 1986.

Action: Approve.

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**ANNOUNCEMENT**

On September 29, 1986, the Civil Service Commission held a Special Meeting in Executive Session with the City Attorney pursuant to the State of California Government Code Section 54954.9 to discuss a proposed supplemental order in the matter of the Officers for Justice versus the Civil Service Commission.

Present were Commissioners Texidor del Portillo, Munson, Gloyd and Powell.

The Commission approved the supplemental order and authorized the General Manager, Personnel to sign the necessary legislation. (Vote of 4 to 0)

CLASSIFICATION MATTERS

1125-86 Review of Civil Service action related to Project Manager issues in the Public Utilities Commission, Utilities Engineering Bureau. (Calendar Item No. 11)

June 16, 1986: Adopt staff report. (This matter continued to the meeting of June 30, 1986).

June 30, 1986: Over to the meeting of July 21, 1986 at the request of the Public Utilities Commission.

July 21, 1986: Over to the meeting of September 15, 1986 at the request of the Public Utilities Commission.

September 15, 1986: Over to the meeting of October 6, 1986 at the request of the General Manager, Personnel.

Action: Over to the meeting of October 20, 1986 at the request of the Public Utilities Commission.

1196-86 Review of request for approval of proposed personal services contract. (Calendar Item No. 5)

September 15, 1986: 1. Contract number 129-86/87 over to the meeting of October 6, 1986.



CLASSIFICATION MATTERS (cont.)

1196-86  
(cont.)

2. Contract number 140-86/87 over to a meeting to be determined after the Purchaser awards bid to a specific contractor.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
129-86/87	Airport	Harmon & Shaheen Assoc., Inc.
140-86/87	Social Services	C & C Check Cashing Co.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1203-86 Charter Amendment (Second Draft) amending Section 8.300, adding Curators under the jurisdiction of the San Francisco Art Commission and Curators certified by the Director of Fine Arts Museums to the list of exempt classifications. (Calendar Item No. 7)

Action: Notify the Board of Supervisors that the Civil Service Commission endorses this amendment.

1210-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
141-86/87	Public Health	Friendship House Association of American Indians, Inc.
142-86/87	Public Health	Salvation Army S.F. Harbor Light Services
143-86/87	Public Health	Bay Area Addiction Research and Treatment, Inc.
144-86/87	Public Health	California Detoxification Programs, Inc.
145-86/87	Public Health	Westside Community Mental Health Center, Inc.
146-86/87	Public Health	Visiting Nurse Association/18th Street Services
147-86/87	Public Health	Bayview-Hunter's Point Foundation for Community Improvement
148-86/87	Public Health	Horizons Unlimited of San Francisco, Inc.
149-86/87	Public Health	S.F. Suicide Prevention, Inc.
150-86/87	Public Health	Walden House, Inc.
151-86/87	Public Health	Women's Institute for Mental Health/Iris Project
152-86/87	Public Health	Youth Projects, Inc.





1210-86  
(cont.)

CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
153-86/87	Public Health	Center for Human Development, Inc.
154-86/87	Public Health	Kimberly Nurses
155-86/87	Public Health	Professional Nurses Bureau
156-86/87	Public Health	Medical Personnel Pool
157-86/87	Public Health	Stat Nursing Services
158-86/87	Public Health	Remedy Home & Health Care Services
159-86/87	Public Health	Allied Nursing Services
160-86/87	Public Health	Staff Builders Health Care Services
161-86/87	Public Health	Nurses Providers
162-86/87	Public Health	NSI Services, Inc.
163-86/87	Asian Art Museum	Yvon d'Argence
164-86/87	Asian Art Museum	Asian Art Museum Foundation
165-86/87	Civil Service Commission	Cooperative Personnel Services
166-86/87	District Attorney	Hastings College of Law
167-86/87	District Attorney	Golden Gate University
168-86/87	District Attorney	University of S.F. Law School
169-86/87	Police	Harry Brull, P.D.I.
170-86/87	Public Utilities Commission	DeLeuw, Cather & Company
171-86/87	Public Works	Dames & Moore
172-86/87	Public Works	Harding Lawson Associates
173-86/87	Sheriff	Dan Beltramo
174-86/87	Airport	B. Shapiro & Associates, Inc.
175-86/87	Social Services	Harold E. Dent, Ph.D.
176-86/87	Public Health	Marty Jessup, R.N.
177-86/87	Public Health	Education Programs Associates, Inc.
178-86/87	Public Health	S.F. Drug Abuse Advisory Board
179-86/87	Public Health	Carlene Keller
180-86/87	Retirement System	Dennis Joiner & Associates
181-86/87	Public Health	Poolman, Shih & Platton, Inc.



CLASSIFICATION MATTERS (cont.)

1210-86  
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
182-86/87	Controller	Systems Management Facilities
183-86/87	Public Health	Pippa Gordon
184-86/87	Public Health	Rose Resnick Center for the Handicapped

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1212-86 Request to make a temporary exempt appointment in Class 2143 Hospital Assistant Administrator per Charter Section 8.300(5). (Calendar Item No. 6)

Action: Adopt staff report.

1. Approve an exempt appointment to a position in Class 2143 Hospital Assistant Administrator in accordance with Charter Section 8.300(5) for an eighteen month period.
2. Approve the appointment of Mr. Edward Walera at the fifth step (\$2342 bi-weekly) of the range for Class 2143 per Section VII-A.3.8 of the Salary Standardization Ordinance.

EXAMINATION MATTERS

3176-86 Requests for reconsideration of action on appeals on scoring of the in-basket tests for Classes 5210 Senior Civil Engineer and 5212 Principal Civil Engineer. (Calendar Item No. 12)

- July 21, 1986:
1. Off calendar.
  2. Commissioner Louis Hop Lee appointed a Committee of One to review the examination process, all related materials and documents and the individual protests and to report findings back to the Commission.
  3. Upon request of a protestant by close of business August 7, 1986 and upon payment of a reproduction fee of twenty-five cents (\$.25 cents) per page, protestant will be provided with a copy of the test booklet, a copy of the scoring key and a copy of that individual's test responses.

Action: Grant all appeals.

3577-86 Appeal of rejection for Class Q-2 Police Officer by Desiree T. Garrick. (Calendar Item No. 13)

- August 4, 1986: Over to the meeting of August 18, 1986 at the request of the San Francisco Police Department.
- August 18, 1986: Over to the meeting of September 2, 1986 at Ms. Garrick's request.
- September 2, 1986: Over to the meeting of September 15, 1986 at the request of San Francisco Police Department.



EXAMINATION MATTERS (cont.)

3577-86  
(cont.)

September 15, 1986: Over to the meeting of October 6, 1986 at the request of the San Francisco Police Department and Ms. Garrick.

Action: Over to the meeting of November 3, 1986 at the joint request of Ms. Garrick and San Francisco Police Department.

3591-86 Appeal of rejection for Class 8304 Deputy Sheriff by Carlos J. Machado. (Calendar Item No. 8)

August 18, 1986: 1. Over to the meeting of September 2, 1986 at the request of Mr. Machado's attorney.

2. The Sheriff to provide a copy of the polygraph examination results to the Commission by August 25, 1986. Copy of this record to be provided to Mr. Machado.

September 2, 1986: Over to the meeting of October 6, 1986 at the request of the Sheriff.

Action: Over to the meeting of November 3, 1986 at the request of Mr. Machado's attorney.

3599-86 Appeal of rejection for Class 8482 Crime Prevention Worker by Karen M. Kelly. (Calendar Item No. 14)

Action: Over to the meeting of November 3, 1986 due to split vote (2 to 2).

3602-86 Appeal of rejection for Class 8304 Deputy Sheriff by Senia Enid Bruno. (Calendar Item No. 15)

Action: Grant appeal of Senia Enid Bruno; find qualified as to background in this examination for Class 8304 Deputy Sheriff.

IN-SERVICE MATTER

4885-86 Resolution of Commendation and Appreciation for Sylvie Jacobson, Class 1231 Affirmative Action Coordinator, Civil Service Commission. (Calendar Item No. 15A)

Action: Adopt.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - OCTOBER 6, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Review of Civil Service Commission action of June 2, 1986  
(Commissioners Gloyd, Lee and Texidor del Portillo):  
Michael C. Anderson, 2930 Psychiatric Social Worker, 49/E-38,  
Department of Public Health, Community Mental Health, 4/11/86.  
(Calendar Item No. 18) (4)

May 19, 1986: Over to the meeting of June 2, 1986 at Ms.  
Anderson's request.

June 2, 1986: Dismiss from the Service. Cancel all  
current examination and eligibility  
status. Future employment subject to  
review and approval of the General Manager,  
Personnel after satisfactory completion of  
one year's work experience outside the City  
and County service. Not to be employed  
again by the Department of Public Health.

August 18, 1986: Over to the meeting of September 2, 1986  
due to lack of a full Commission.

September 2, 1986: Over to the meeting of September 15, 1986  
at the request of the Department of Public  
Health.

September 15, 1986: Over to the meeting of October 6, 1986 at  
the request of Ms. Anderson's attorney.

Action: 1. Rescind action of June 2, 1986.  
2. Future employment in Class 2930 Psychiatric Social  
Worker subject to the review and approval of the  
General Manager, Personnel after satisfactory  
completion of one year's satisfactory work  
experience in a related field.

William Cassidy, 7410 Automotive Service Worker, 171/E-7, Public  
Utilities Commission, San Francisco Municipal Railway, 9/23/86.  
(Calendar Item No. 30) (7)

Action: Over to the meeting of October 20, 1986 at the request  
of the Public Utilities Commission.

Joshua Colon, 2604 Food Service Worker, 13/E-6, Department of Public  
Health, San Francisco General Hospital Medical Center, 8/1/86.  
(Calendar Item No. 25) (6)





Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Edwardo A. Downing, 9163 Transit Operator, V323/E-112, Public Utilities Commission, San Francisco Municipal Railway, 9/10/86. (Calendar Item No. 31) (7)

Action: Over to the meeting of October 20, 1986 at the request of the Public Utilities Commission.

Sarah E. Escobar, 8238 Police Communications Dispatcher, 9/E-3, San Francisco Police Department, Communications Division, 9/12/86. (Calendar Item No. 20) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Patrick Fleming, 1734 Computer Operator I, 12/CPE-2, Public Utilities Commission, Bureau of Management Information Systems, 7/9/86. (Calendar Item No. 32) (7)

Action: Over to the meeting of October 20, 1986 at the request of the Public Utilities Commission.

Ernest Frazier, 2760 Laundry Worker, 34/E-3, Department of Public Health, Laguna Honda Hospital, 9/26/86. (Calendar Item No. 21) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Constance Ivy, 2320 Registered Nurse, 7/E-627, Department of Public Health, San Francisco General Hospital Medical Center, 5/11/86. (Calendar Item No. 24) (6)

August 18, 1986: Over to the meeting of September 15, 1986 at the request of the Department of Public Health.

September 15, 1986: Over to the meeting of October 6, 1986 at the request of Ms. Ivy's attorney.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.



Rosebelle B. Javier, 2302 Orderly, 17/E-318, Department of Public Health, Laguna Honda Hospital, 8/2/86. (Calendar Item No. 28) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Marc Kudrna, 7410 Automotive Service Worker, 46/E-7, Public Utilities Commission, San Francisco Municipal Railway, 9/16/86. (Calendar Item No. 29) (7)

Action: Over to the meeting of October 20, 1986 at the request of the Public Utilities Commission.

Norman Martin, 2708 Custodian, 21/E-59, Airports Commission, Custodial Division, 9/15/86. (Calendar Item No. 27) (6)

Action: Not to be employed again by the Airports Commission.

Freddy Mendoza, 1736 Computer Operator II, 10/CPE-4, Office of the Controller, ISD Division, 9/18/86. (Calendar Item No. 17) (5)

Action: Over to the meeting of November 3, 1986 at the request of Local 21.

Martin Ross, 1404 Clerk, 1/CPE-7, Department of Public Health, San Francisco General Hospital Medical Center, 9/5/86. (Calendar Item No. 23) (4)

Action: Return name to list. Not to be employed again by the Department of Public Health.

Earl Sisk, 2302 Orderly, 22/E-318, Department of Public Health, Laguna Honda Hospital, 9/16/86. (Calendar Item No. 22) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Andrea V. Smith, 8280 Environmental Control Officer, 5/E-1, Department of Public Works, Street Cleaning Division, 7/26/86. (Calendar Item No. 26) (6)

Action: Off calendar at the request of the Department of Public Works.

Johnny Uhumwuangho, 2708 Custodian, 198/E-3, Airports Commission, Custodial Division, 8/26/86. (Calendar Item No. 19) (4)

Action: Return name to list. Future employment with the Airports Commission subject to the review and approval of the General Manager, Personnel.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - OCTOBER 20, 1986

PART I - 2:00 P.M.

DOCUMENTS DEPT.

OCT 28 1986

SAN FRANCISCO  
PUBLIC LIBRARY

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Munson

(Items Missed: Minutes, 4,  
5, 6, 7 and 8)

Commissioner Powell  
Commissioner Texidor del Portillo

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of October 6, 1986.

Action: Approve.

Action Taken During Executive Session

At 1 P.M. today, October 20, 1986, the Civil Service Commission met in Executive Session with the City Attorney pursuant to the State of California Government Code Section 54956.9 to discuss litigation in the examinations for the entrance and promotive classes in the Fire Department series (USA v. CCSF, et al. - USDC No. C84-7089 MHP).

Present were Commissioners Gloyd, Powell and Texidor del Portillo.

The Commission continued the two items related to the Fire Fighter examination appearing on its agenda today as Items 15 and 16 to a Special Meeting on Monday, October 27 at 12:30 P.M. at a location to be announced.

CLASSIFICATION MATTERS

1125-86 Review of Civil Service action related to Project Manager issues in the Public Utilities Commission, Utilities Engineering Bureau.  
(Calendar Item No. 11)

June 16, 1986: Adopt staff report. (This matter continued to the meeting of June 30, 1986).

June 30, 1986: Over to the meeting of July 21, 1986 at the request of the Public Utilities Commission.

July 21, 1986: Over to the meeting of September 15, 1986 at the request of the Public Utilities Commission.

September 15, 1986: Over to the meeting of October 6, 1986 at the request of the General Manager, Personnel.

October 6, 1986: Over to the meeting of October 20, 1986 at the request of the Public Utilities Commission.

Action: Off calendar at the call of the chair.



CLASSIFICATION MATTERS (cont.)

1218-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
185-86/87	Public Health	Episcopal Sanctuary
186-86/87	Public Health	University of California
187-86/87	Public Health	Kathy Rendon-Fisher
188-86/87	Airport	Sequoia Laboratories
189-86/87	Public Utilities Commission	S.F. State University
190-86/87	Recreation & Park	Robert Hansen Golden Gate Park Band
191-86/87	Registrar of Voters	JPM Computer Consulting
192-86/87	Registrar of Voters	Data General Corporation
193-86/87	Social Services	Will Johnson & Alan Stein
194-86/87	Public Utilities Commission	OMNCOMP, Steven Heinz
195-86/87	Public Works	S.F. Community College District
196-86/87	Police	Charles Gompertz
197-86/87	Public Health	Brian C. Kuester
198-86/87	Social Services	International Institute of San Francisco

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1219-86 Classification of positions in various City departments. (Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Controller	1	1737 Senior Computer Operator (Sch. 45.6 \$858B1037)	Same
Public Utilities Commission	1	5104 Public Buildings Maintenance & Repair Superintendent (Sch. 63.6 \$2033B2472)	7120 Buildings & Grounds Maintenance Superintendent (Sch. 58.9 \$1618B1965)
	1	7234 Transportation Equipment Shop Supervisor (Sch. 59.5 \$1666B2023)	7216 Electrical Transit Shop Supervisor (Sch. 59.5 \$1666B2023)
	1	1654 Principal Accountant (Sch. 52.3 \$1180B1429)	Same





CLASSIFICATION MATTERS (cont.)

1219-86  
(cont.)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
S.F. Unified School District	1	1630 Account Clerk (Sch. 40.1 \$661B800)	1808 Management Information Systems Technician I (Sch. 40.2 \$664B803)
	1	1870 Programmer Analyst Trainee (Sch. 49.4 \$1027B1243)	1807 Management Information Systems Technician II (Sch. 42.2 \$731B882)

Action: Adopt staff report.

COMPENSATION MATTERS

2235-86 Amendment to the 1986-87 Salary Standardization Ordinance to include provisions negotiated by the Employee Relations Division of the Board of Supervisors. (Calendar Item No. 6)

Action: Adopt staff report; amend the 1986-87 Salary Standardization Ordinance as indicated in the staff report.

2240-86 Request for appointment above the entrance rate for various employees. (Calendar Item No. 7)

<u>NAME</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Isagani Soy 1652 Senior Accountant	Controller	5	5
Joan Bennett 8176 Trial Attorney	District Attorney	5	5
Katherine Feinstein 8176 Trial Attorney	District Attorney	5	5
Judith Garvey 8176 Trial Attorney	District Attorney	5	5
Philip Kearney 8176 Trial Attorney	District Attorney	5	5
Theresa Welch 8176 Trial Attorney	District Attorney	5	5
Peter Sturdevant 8321 Counselor, Boys Ranch School	Juvenile Court	5	5
Ray Wong 1273 Director of Personnel & Staff Development	Police	5	5



COMPENSATION MATTERS (cont.)

2240-86  
(cont.)

<u>NAME</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Ackerman Jones 3610 Library Assistant	Public Library	5	5
Salvacion Agrella 1426 Senior Clerk Typist	Public Works	3	3
Dennis Aftergut 8183 Assistant City Attorney II	City Attorney	5	5
Action: Adopt staff report.			

EXAMINATION MATTERS

- 3212-86 Appeal of staff action on protest of the oral examination for Class 2910 Social Worker. (Calendar Item No. 14)
- Action: Over to the meeting of November 3, 1986 at the request of the protestant.
- 3234-86 Review of issues related to the examination for Class H-2 Firefighter (Eligible Lists E-27 and E-27A). (Calendar Item No. 16)
- Action: Over to the Special Meeting of October 27, 1986 at 12:30 P.M.
- 3235-86 Review of issues related to the examinations for Class H-20 Lieutenant, San Francisco Fire Department, and Class H-4 Inspector, Bureau of Fire Prevention and Public Safety, San Francisco Fire Department. (Calendar Item No. 15)
- Action: Over to the Special Meeting of October 27, 1986 at 12:30 P.M.
- 3603-86 Appeal of rejection for Class 8304 Deputy Sheriff by Anthony D. Massey. (Calendar Item No. 12)
- Action: Off calendar. Remand to the Sheriff for further review.

IN-SERVICE MATTERS

- 4861-86 Request from Juvenile Court for exception to the order of lay-off in Class 8440 Probation Officer. (Calendar Item No. 8)
- Action: Approve request; allow exception to the order of lay-off in Class 8440 Probation Officer as detailed in the staff report.



IN-SERVICE MATTERS (cont.)

4893-86 Appeal from Armando Martinez of the decision of the General Manager, Personnel to restrict future employability. (Calendar Item No. 13)

Action: Over to the meeting of November 17, 1986 at the request of Local 250 and the Department of Public Health.

Commissioners' New Business. (Calendar Item No. 10)

From Commissioner Louis Hop Lee: staff to submit at the meeting of November 3, 1986, a proposal for providing the Commission with race and sex composition data of contractors for those personal services contracts appearing on the Civil Service Commission agenda each meeting and regular periodic summaries. (Approved Vote of 5 to 0).



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - OCTOBER 20, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Jesse O. Beeson, Q-2 Police Officer, 26/E-99, San Francisco Police Department, Communications Division, 9/4/86. (Calendar Item No. 18) (4)

Action: Over to the meeting of November 3, 1986 at the request of the San Francisco Police Department.

William Cassidy, 7410 Automotive Service Worker, 171/E-7, Public Utilities Commission, San Francisco Municipal Railway, 9/23/86. (Calendar Item No. 28) (7)

October 6, 1986: Over to the meeting of October 20, 1986 at the request of the Public Utilities Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

William Corroo, 2517 Jail Medical Technician, 9/CPE-1, Department of Public Health, Forensic Services, 9/26/86. (Calendar Item No. 26) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two (2) year's work experience outside the City and County service. Evidence of satisfactory participation in a drug rehabilitation program required prior to reemployment.

Celina Crisologo, 2320 Registered Nurse, 3/E-712, Department of Public Health, San Francisco General Hospital Medical Center, 7/13/86. (Calendar Item No. 23) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.





James Despot, 2320 Registered Nurse, 2/E-693, Department of Public Health, San Francisco General Hospital Medical Center, 5/28/86.  
(Calendar Item No. 24) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Edwardo A. Downing, 9163 Transit Operator, V323/E-112, Public Utilities Commission, San Francisco Municipal Railway, 9/10/86.  
(Calendar Item No. 29) (7)

October 6, 1986: Over to the meeting of October 20, 1986 at the request of the Public Utilities Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Patrick Fleming, 1734 Computer Operator I, 12/CPE-2, Public Utilities Commission, Bureau of Management Information Systems, 7/9/86. (Calendar Item No. 30) (7)

October 6, 1986: Over to the meeting of October 20, 1986 at the request of the Public Utilities Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Vernelle Gomez, 8214 Parking Control Officer, 162/E-15, Airports Commission, Police Division, 10/1/86. (Calendar Item No. 19) (4)

Action: Over to the meeting of November 3, 1986 at the request of Ms. Gomez's attorney.

Charles M. Halvorsen, 7344 Carpenter, 55/E-9, Department of Public Works, Building Repair, 9/17/86. (Calendar Item No. 20) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.



Beth Kimmich, 2320 Registered Nurse, 14/E-663, Department of Public Health, San Francisco General Hospital Medical Center, 6/1/86.  
(Calendar Item No. 25) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Marc Kudrna, 7410 Automotive Service Worker, 46/E-7, Public Utilities Commission, San Francisco Municipal Railway, 9/16/86.  
(Calendar Item No. 31) (7)

October 6, 1986: Over to the meeting of October 20, 1986 at the request of the Public Utilities Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

William R. Moore, 9163 Transit Operator, 72/E-103, Public Utilities Commission, San Francisco Municipal Railway, 8/14/86. (Calendar Item No. 27) (7)

September 2, 1986: Over to the meeting of October 20, 1986.

Action: Over to the meeting of November 17, 1986 at the request of Mr. Moore's attorney.

Jackson Tan, 9163 Transit Operator, 180/E-118, Public Utilities Commission, San Francisco Municipal Railway, 9/23/86. (Calendar Item No. 21) (2)

Action: No restriction on future employment.

Carlton B. Taylor, 9163 Transit Operator, 178/E-118, Public Utilities Commission, San Francisco Municipal Railway, 9/22/86.  
(Calendar Item No. 22) (2)

Action: Over to the meeting of November 3, 1986 at the request of Mr. Taylor's representative.





Carlota Texidor del Portillo  
A. Lee Munson  
Howard S. Gloyd  
Louis Hop Lee  
Genevieve Powell

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

John J. Walsh  
Albert C. Walker

General Manager, Personnel  
Assistant Secretary

# SPECIAL MEETING

OCTOBER 27, 1986

12:30 P.M.

LURIE ROOM, FIRST FLOOR, MAIN PUBLIC LIBRARY

LARKIN AT MCALLISTER STREETS

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Munson  
Commissioner Powell  
Commissioner Texidor del Portillo

DOCUMENTS DEPT.

NOV 4 1986

SAN FRANCISCO  
PUBLIC LIBRARY

Commissioner Texidor del Portillo presided

## Announcement of Executive Session

At 12 Noon today, October 27, 1986, the Civil Service Commission met in Executive Session with the City Attorney pursuant to the State of California Government Code Section 54956.9 to discuss litigation in the examinations for the entrance and promotive classes in the Fire Department series (USA v. CCSF, et al. - USDC No. C87-7089 MHP). All Commissioners were present. No action was taken.

## EXAMINATION MATTERS

3234-86 Review of issues related to the examination for Class H-2 Firefighter (Eligible Lists E-27 and E-27A). (Calendar Item No. 2)

October 20, 1986: Over to the Special Meeting of October 27, 1986 at 12:30 P.M.

Action: Cancel eligible lists E-27 and E-27A for Class H-2 Firefighter, San Francisco Fire Department.

3235-86 Review of issues related to the examinations for Class H-20 Lieutenant, San Francisco Fire Department, and Class H-4 Inspector, Bureau of Fire Prevention and Public Safety, San Francisco Fire Department. (Calendar Item No. 1)

October 20, 1986: Over to the Special Meeting of October 27, 1986 at 12:30 P.M.

Action: 1. Cancel the examination that is in progress for Class H-20 Lieutenant, San Francisco Fire Department.  
2. Issues related to the examination for Class H-4 Inspector, Bureau of Fire Prevention and Public Safety, San Francisco Fire Department, over to the meeting of November 3, 1986.





Carlota Texidor del Portillo  
A. Lee Munson  
Howard S. Gloyd  
Louis Hop Lee  
Genevieve Powell

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

John J. Walsh  
Albert C. Walker

General Manager, Personnel  
Assistant Secretary

# MINUTES

DOCUMENTS DEPT.

NOV 10 1986

REGULAR MEETING - NOVEMBER 3, 1986

SAN FRANCISCO  
PUBLIC LIBRARY

PART I - 2:00 P.M.

Present: Commissioner Gloyd  
Commissioner Lee (Items Missed: Items 16 through 29)  
Commissioner Powell  
Commissioner Texidor del Portillo

Excused: Commissioner Munson

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of October 20, 1986.

Action: Approve.

## Announcement of Action Taken in Closed Session

At 1 P.M. today, November 3, 1986, the Civil Service Commission met in closed session with the City Attorney pursuant to the State of California Government Code Section 54956.9 to discuss litigation in the examination for Class H4 Inspector, Bureau of Fire Prevention and Public Safety, San Francisco Fire Department. The title of the litigation and case number is as follows:

United States of America v. City and County of San Francisco,  
et al. - United States District Court Number C84-7089.

Present were Commissioners Gloyd, Lee, Powell and  
Texidor del Portillo.

The Commission approved the concept of a Consent Decree in this litigation with the Department of Justice and any other interested parties (Vote of 4 to 0).

## CLASSIFICATION MATTERS

1226-86 Request from Louise H. Renne, City Attorney, for authorization to hire a Law Office Manager and an Assistant Law Office Manager. (Calendar Item No. 7)

Action: Adopt staff report; approve the use of 1-9752 Staff Assistant X, Special Project, and 1-9742 Staff Assistant V, Special Project, for an 18 month period.





CLASSIFICATION MATTERS (cont.)

1227-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 6)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
199-86/87	Airport	Teresa Grana
200-86/87	Airport	Orrick, Herrington and Sutcliffe
201-86/87	Airport	Kennedy, Jenks & Chilton
202-86/87	Public Health	Irwin Memorial Blood Bank
203-86/87	Public Health	Bayview-Hunter's Point Foundation
204-86/87	Public Works	ARE, Inc.
205-86/87	Public Works	Nunn Better
206-86/87	Arts Commission	Mary Miles Ryan/Ida Brown Associates
207-86/87	Arts Commission	Deborah O'Grady
208-86/87	Public Works	Jefferson & Associates
209-86/87	Commission on the Aging	Doyle Williams & Co.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1228-86 Classification of positions in various City departments. (Calendar Item No. 8)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Health Laguna Honda Hospital	2	8205 Institutional Police Sergeant (Sch. 49.8 \$1047B1267)	Same
Public Works	3	5208 Civil Engineer (Sch. 59.3 \$1650B2004)	Same
Public Works/ Clean Water Program	1	1842 Management Assistant (Sch. 49.9 \$1052B1273)	Same

Action: Adopt staff report.

EXAMINATION MATTERS

3212-86 Appeal of staff action on protest of the oral examination for Class 2910 Social Worker. (Calendar Item No. 14)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of the protestant.

Action: Adopt staff report; deny appeal of Judith Shapiro.



3235-86 Review of issues related to the examination for Class H-4 Inspector, Bureau of Fire Prevention and Public Safety, San Francisco Fire Department. (Calendar Item No. 5)

October 20, 1986: Over to the Special Meeting of October 27, 1986 at 12:30 P.M.

October 27, 1986: Over to the meeting of November 3, 1986.

Action: Cancel the examination in progress for Class H4 Inspector, Bureau of Fire Prevention and Public Safety, San Francisco Fire Department.

3246-86 Appeal of staff denial of protest regarding the scoring of the written examination for Class 9142 Transit Manager III. (Calendar Item No. 15)

Action: Off calendar; appeal withdrawn.

3577-86 Appeal of rejection for Class Q-2 Police Officer by Desiree T. Garrick. (Calendar Item No. 11)

August 4, 1986: Over to the meeting of August 18, 1986 at the request of the San Francisco Police Department.

August 18, 1986: Over to the meeting of September 2, 1986 at Ms. Garrick's request.

September 2, 1986: Over to the meeting of September 15, 1986 at the request of San Francisco Police Department.

September 15, 1986: Over to the meeting of October 6, 1986 at the request of the San Francisco Police Department and Ms. Garrick.

October 6, 1986: Over to the meeting of November 3, 1986 at the joint request of Ms. Garrick and San Francisco Police Department.

Action: Off calendar. Ms. Garrick to notify the Assistant Secretary when prepared to proceed.

3591-86 Appeal of rejection for Class 8304 Deputy Sheriff by Carlos J. Machado. (Calendar Item No. 12)

August 18, 1986: 1. Over to the meeting of September 2, 1986 at the request of Mr. Machado's attorney.

2. The Sheriff to provide a copy of the polygraph examination results to the Commission by August 25, 1986. Copy of this record to be provided to Mr. Machado.

September 2, 1986: Over to the meeting of October 6, 1986 at the request of the Sheriff.

October 6, 1986: Over to the meeting of November 3, 1986 at the request of Mr. Machado's attorney.

Action: Over to the meeting of December 1, 1986 at the request of Mr. Machado's attorney.



EXAMINATION MATTERS (cont.)

3599-86 Appeal of rejection for Class 8482 Crime Prevention Worker by Karen M. Kelly. (Calendar Item No. 13)

October 6, 1986: Over to the meeting of November 3, 1986 due to split vote (2 to 2).

Action: Over to the meeting of November 17, 1986 at the request of the San Francisco Police Department.

IN-SERVICE MATTER

4928-86 Resolution of Commendation for Richard G. Morris, Class 1440 Medical Transcriber Typist, Chief Medical Examiner - Coroner's Office, upon his retirement. (Calendar Item No. 4)

Action: Adopt.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - NOVEMBER 3, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Wallace J. Austin, 9163 Transit Operator, 1512/E-112, Public Utilities Commission, San Francisco Municipal Railway, 10/9/86. (Calendar Item No. 25) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Jesse O. Beeson, Q-2 Police Officer, 26/E-99, San Francisco Police Department, Communications Division, 9/4/86. (Calendar Item No. 19) (4)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of the San Francisco Police Department.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Vernelle Gomez, 8214 Parking Control Officer, 162/E-15, Airports Commission, Police Division, 10/1/86. (Calendar Item No. 18) (4)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of Ms. Gomez's attorney.

Action: Over to the meeting of December 1, 1986 at Ms. Gomez's request.

Samuel L. Hill, 9163 Transit Operator, 604/E-113, Public Utilities Commission, San Francisco Municipal Railway, 10/20/86. (Calendar Item No. 28) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.





Orlando N. Hudson, 8484 Supervising, Crime Prevention Worker, 6/E-1, San Francisco Police Department, Senior Escort Section, 10/9/86. (Calendar Item No. 23) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Charles James, 2708 Custodian, 102/E-51, San Francisco Unified School District, Custodial Services Division, 8/6/86. (Calendar Item No. 24) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Maria F. Johnson, 9163 Transit Operator, 166/E-113, Public Utilities Commission, San Francisco Municipal Railway, 10/9/86. (Calendar Item No. 26) (7)

Action: Future employment subject to review and approval of the General Manager, Personnel.

Edna P. Mathews, 2994 Homemaker, 1/E-6, Department of Social Services, 10/21/86. (Calendar Item No. 20) (4)

Action: Over to the meeting of November 17, 1986 due to Ms. Mathews' late arrival.

James B. McCoy, 9163 Transit Operator, 438/E-113, Public Utilities Commission, San Francisco Municipal Railway, 10/14/86. (Calendar Item No. 29) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Freddy Mendoza, 1736 Computer Operator II, 10/CPE-4, Office of the Controller, ISD Division, 9/18/86. (Calendar Item No. 17) (5)

October 6, 1986: Over to the meeting of November 3, 1986 at the request of Local 21.

Action: Over to the meeting of November 17, 1986 at the request of Local 21.

Ron K. Morgan, 9102 Transit Car Cleaner, 59/E-5, Public Utilities Commission, San Francisco Municipal Railway, 10/1/86. (Calendar Item No. 27) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.



Juan Pineda, 2708 Custodian, 15/E-2, Airports Commission, Custodial Division, 10/14/86. (Calendar Item No. 22) (6)

Action: Future employment subject to review and approval of the General Manager, Personnel.

Carlton B. Taylor, 9163 Transit Operator, 178/E-118, Public Utilities Commission, San Francisco Municipal Railway, 9/22/86. (Calendar Item No. 21) (2)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of Mr. Taylor's representative.

Action: Over to the meeting of December 21, 1986 at Mr. Taylor's request.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - OCTOBER 20, 1986

PART II - 3:00 P.M.

AMENDED  
CSC MEETING OF  
10/20/86

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Jesse O. Beeson, Q-2 Police Officer, 26/E-99, San Francisco Police Department, Communications Division, 9/4/86. (Calendar Item No. 18) (4)

Action: Over to the meeting of November 3, 1986 at the request of the San Francisco Police Department.

William Cassidy, 7410 Automotive Service Worker, 171/E-7, Public Utilities Commission, San Francisco Municipal Railway, 9/23/86. (Calendar Item No. 28) (7)

October 6, 1986: Over to the meeting of October 20, 1986 at the request of the Public Utilities Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

William Corroo, 2517 Jail Medical Technician, 9/CPE-1, Department of Public Health, Forensic Services, 9/26/86. (Calendar Item No. 26) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two (2) year's work experience outside the City and County service. Not to be employed again by the Department of Public Health. Evidence of satisfactory participation in a drug rehabilitation program required prior to reemployment.

Celina Crisologo, 2320 Registered Nurse, 3/E-712, Department of Public Health, San Francisco General Hospital Medical Center, 7/13/86. (Calendar Item No. 23) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.





Carlota Texidor del Portillo  
A. Lee Munson  
Howard S. Gloyd  
Louis Hop Lee  
Genevieve Powell

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

John J. Walsh  
Albert C. Walker

General Manager, Personnel  
Assistant Secretary

# MINUTES

REGULAR MEETING - NOVEMBER 17, 1986

PART I - 2:00 P.M.

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PUBLIC LIBRARY

Present: Commissioner Gloyd  
Commissioner Munson  
Commissioner Powell

Excused: Commissioner Lee  
Commissioner Texidor del Portillo

Commissioner Munson presided

MINUTES: Special Meeting of October 27, 1986.

Regular Meeting of November 3, 1986.

Action: Approve.

## CLASSIFICATION MATTERS

1236-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
210-86/87	Civil Service Commission	Milliman & Robertson, Inc.
211-86/87	Police	Carolyn Block
212-86/87	Police	4H Youth Program
213-86/87	Police	Norita Vlach
214-86/87	Police	William Vlach
215-86/87	Port	Specialized Communications
216-86/87	Port	Applied Computer Management
217-86/87	Public Health	University of California, S.F. Hospitals & Clinics
218-86/87	Public Health	Clark L. Taylor, Ph.D.
219-86/87	Public Utilities Commission	Louise Lewis Design





CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
220-86/87	Public Utilities Commission	Michael Rhea & Associates
221-86/87	Mayor's Office of Community Development	Japanese Community Youth Council
222-86/87	Public Utilities Commission	The Last Word
223-86/87	Chief Administrative Officer	Bechtel Civil, Inc.

- Action:
1. Contract Number 210-86/87 off calendar.
  2. Contract Number 223-86/87 over to the meeting of December 1, 1986.
  3. Adopt staff report on the remaining contracts; notify the offices of the Controller and the Purchaser.

1237-86 Classification of positions in various City departments.  
(Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
S.F. Unified School District	1	3616 Library Technical Assistant I (Sch. 44.4 \$810B979)	Same
S.F. Community College District	2	1426 Senior Clerk Typist (Sch. 41.4 \$704B850)	Same
	1	7311 Cement Mason (Sch. 51.4 \$1131B1368)	Same
	2	1424 Clerk Typist (Sch. 39.4 \$641B773)	Same
	1	1404 Clerk (Sch. 38.6 \$617B745)	Same
	1	1488 T.I.A. Evaluation (Sch. 42.7 \$748B903)	Same
	1	1426 Senior Clerk Typist (Sch. 41.4 \$704B850)	1446 Secretary II (Sch. 43.4 \$773B934)
Airport	1	4366 Collection Supervisor (Sch. 49.6 \$1037B1255)	Same
Human Rights	2	2996 Representative, HRC (Sch. 52.3 \$1180B1429)	Same
Public Utilities Commission/ Municipal Railway	1	7287 Supervising Electronic Maintenance Technician (Sch. 59.9 \$1698B2063)	Same
Public Utilities Commission	1	5206 Associate Civil Engineer (Sch. 56.3 \$1429B1731)	Same
Public Works/ Clean Water Program	1	5366 Engineering Associate II (Sch. 53.8 \$1267B1535)	Same



CLASSIFICATION MATTERS (cont.)

1237-86  
(cont.)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Works	1	5254 Associate Mechanical Engineer (Sch. 56.3 \$1429B1731)	Same
	1	1446 Secretary II (Sch. 43.4 \$773B934)	Same

Action: Adopt staff report.

COMPENSATION MATTERS

2267-86 Request for appointment above the entrance rate for various employees. (Calendar Item No. 6)

<u>Name and Class</u>	<u>Department</u>	<u>Step Requested</u>	<u>Step Recommended</u>
Thomas Ahern 1650 Accountant	Controller	3	3
Patricia Evans 2230 Physician Specialist	Public Health	5	5
Charles White 2230 Physician Specialist	Public Health	4	4
Beatrice Fung 2846 Nutritionist	Public Health	3	3
Frank Domingo 1426 Senior Clerk Typist	Public Utilities Commission	3	3
Frances Tracy 1444 Secretary I	Public Utilities Commission	5	5

Action: Adopt staff report.

2268-86 Requests for supervisory differential adjustments as provided by Section IV.F of the Salary Standardization Ordinance. (Calendar Item No. 7)

Action: Adopt staff report; approve supervisory differential adjustments; notify departments accordingly.

2269-86 Survey of monthly rates paid to Police Officers and Firefighters in all cities of 350,000 population or over in the State of California. (Calendar Item No. 11)

Action: Adopt staff report; certify rates to the Board of Supervisors pursuant to Section 8.405 of the Charter.



EXAMINATION MATTER

3599-86 Appeal of rejection for Class 8482 Crime Prevention Worker by Karen M. Kelly. (Calendar Item No. 12)

October 6, 1986: Over to the meeting of November 3, 1986 due to split vote (2 to 2).

November 3, 1986: Over to the meeting of November 17, 1986 at the request of the San Francisco Police Department.

Action: Over to the meeting of December 1, 1986.

IN-SERVICE MATTER

4893-86 Appeal from Armando Martinez of the decision of the General Manager, Personnel to restrict future employability. (Calendar Item No. 8)

October 20, 1986: Over to the meeting of November 17, 1986 at the request of Local 250 and the Department of Public Health.

Action: Off calendar at the request of the Department of Public Health.

Commissioners' New Business. (Calendar Item No. 10)

Resolution of Commendation for Donald E. Molinari, Technical Services Administrator, Civil Service Commission, upon his retirement after thirty-seven (37) years of service.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - NOVEMBER 17, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Pamela Beauchamp, 2302 Orderly, 19/E-318, Department of Public Health, Laguna Honda Hospital, 10/17/86. (Calendar Item No. 19) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Charles Castle, 9163 Transit Operator, 60/E-113, Public Utilities Commission, San Francisco Municipal Railway, 10/21/86. (Calendar Item No. 23) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Wilfred Colbert, Jr., 2736 Porter, 99/E-52, Department of Public Health, Laguna Honua Hospital, 9/30/86. (Calendar Item No. 21) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Valeria Hamilton, 2302 Orderly, 29/E-311, Department of Public Health, Laguna Honda Hospital, 10/15/86. (Calendar Item No. 24) (6)

Action: Future employment with the Department of Public Health subject to the review and approval of the General Manager, Personnel after one year of satisfactory work experience in or out of the City and County service.

Brendan Harvey, 1930 Warehouse Worker, 2/E-5, San Francisco Unified School District, Buildings and Grounds Division, 11/7/86. (Calendar Item No. 20) (4)

Action: No restriction on future employment.





Edna P. Mathews, 2994 Homemaker, 1/E-6, Department of Social Services, 10/21/86. (Calendar Item No. 18) (4)

November 3, 1986: Over to the meeting of November 17, 1986 due to Ms. Mathews' late arrival.

Action: No employment in Class 2994 Homemaker for six (6) months. No other restriction.

Freddy Mendoza, 1736 Computer Operator II, 10/CPE-4, Office of the Controller, ISD Division, 9/18/86. (Calendar Item No. 14) (5)

October 6, 1986: Over to the meeting of November 3, 1986 at the request of Local 21.

November 3, 1986: Over to the meeting of November 17, 1986 at the request of Local 21.

Action: 1. Reinstatement to a position in the class from which promoted in Class 1734 Computer Operator I in the Office of the Controller.  
2. Return name to the list for Class 1736 Computer Operator II.

William R. Moore, 9163 Transit Operator, 72/E-103, Public Utilities Commission, San Francisco Municipal Railway, 8/14/86. (Calendar Item No. 22) (7)

September 2, 1986: Over to the meeting of October 20, 1986.

October 20, 1986: Over to the meeting of November 17, 1986 at the request of Mr. Moore's attorney.

Action: Over to the meeting of December 1, 1986 at the request of Mr. Moore's attorney.

Richard M. Ortiz, 7514 General Laborer, 113/E-5, San Francisco Port Commission, Maintenance Division, 10/10/86. (Calendar Item No. 16) (3)

Action: Deny appeal. Approve Automatic Resignation. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Port Commission.

Lawrence Pong, 6122 Senior Environmental Health Inspector, 1/CPE-4, Department of Public Health, Environmental Health Division, 10/25/86. (Calendar Item No. 15) (5)

Action: (No appeal filed). Reinstatement to a position in the class from which promoted. Return name to eligible list for Class 6122 Senior Environmental Health Inspector under waiver for a period of six (6) months and until that waiver removed by the General Manager, Personnel following satisfactory completion of a cross-cultural communication skills program approved by the Civil Service Commission Equal Employment Opportunity Unit.



Daryl W. Trujillo, 8204 Institutional Police Officer, 40.5/E-7,  
Department of Public Health, San Francisco General Hospital Medical  
Center, 12/20/85. (Calendar Item No. 17) (4)

February 3, 1986: Off calendar at the request of Civil  
Service Commission Equal Employment  
Opportunity staff.

Action: Over to the meeting of December 1, 1986 at the request  
of Local 790.

#### A D J O U R N M E N T

In memory of Sylvie Jacobson, Class 1235 Affirmative Action  
Coordinator, Civil Service Commission, who died on November 7, 1986.



Juan Pineda, 2708 Custodian, 15/E-2, Airports Commission, Custodial Division, 10/14/86. (Calendar Item No. 22) (6)

Action: Approve. Future employment subject to review and approval of the General Manager, Personnel.

Carlton B. Taylor, 9163 Transit Operator, 178/E-118, Public Utilities Commission, San Francisco Municipal Railway, 9/22/86. (Calendar Item No. 21) (2)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of Mr. Taylor's representative.

Action: Over to the meeting of December 1, 1986 at Mr. Taylor's request.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - DECEMBER 1, 1986

PART I - 2:00 P.M.

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Powell  
Commissioner Texidor del Portillo

Excused: Commissioner Munson

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of November 17, 1986

Action: Approve.

DOCUMENTS DEPT.

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PUBLIC LIBRARY

CLASSIFICATION MATTERS

1236-86 Review of request for approval of proposed personal services contract. (Calendar Item No. 14)

November 17, 1986: Contract Number 223-86/87 over to the meeting of December 1, 1986.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
223-86/87	Chief Administrative Officer	Bechtel Civil, Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1246-86 Classification of one budgeted position in the new Class of 1852 Capital Program Manager. (Calendar Item No. 7)

Action: Adopt staff report.

1. Establish a new classification of 1852 Capital Program Manager (J,Z Sch. 58.4 \$1580B1918). Class specification as detailed in the staff report.
2. Allocate one position approved in the budget as A768 Capital Program Manager (\$1580B1918) to Class 1852 Capital Program Manager.
3. Grant status in the new class to Calvin Malone, permanent incumbent in Class 5282 Planner IV, who has been performing the duties of the position.
4. Amend Section 29/01/00/01001 of the Annual Salary Ordinance administratively to reflect this action.

1250-86 Request from Department of Public Works, Clean Water Program to fill a position using Class 9742 Staff Assistant V, Special Project, for a Facility Manager. (Calendar Item No. 8)

Action: Adopt staff report; approve the use of one position in Class 9742 Staff Assistant V, Special Project (\$1509 BW) for twelve months.





CLASSIFICATION MATTERS (cont.)

1251-86 Correction of employment records for Adelbert L. Campbell, Purchasing Department. (Calendar Item No. 9)

Action: Adopt staff report.

1. Authorize the temporary appointment of Mr. Adelbert C. Campbell in Class 2978 Contract Compliance Officer II under the provisions of Charter Section 8.300 (a)(5) effective December 15, 1984 to October 15, 1986; approve appointment at Step 3.
2. Authorize the permanent appointment of Mr. Campbell in Class 2978 Contract Compliance Officer II at Step 3 under the provisions of Salary Standardization Ordinance Section VII A 3, effective October 16, 1986.

1252-86 Classification of positions in various City departments. (Calendar Item No. 6)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Juvenile Court	1	8452 Criminal Justice Specialist II (Sch. 54.7 \$1323B1603)	1821 Management Information Systems Manager (Sch. 58.5 \$1588B1927)
	1	1853 Control Clerk, EDP (Sch. 42.1 \$728B878)	1811 Management Information Systems Specialist (Sch. 46.5 \$995B1083)
Laguna Honda Hospital	1	1272 Sr. Departmental Personnel Officer (Sch. 62.3 \$1909B2319)	Same

Action: Adopt staff report.

1253-86 Request from the Department of Social Services to utilize a class in the Staff Assistant, Special Project series, for a Special Investigative Assistant. (Calendar Item No. 10)

Action: Over to a Special Meeting of December 8, 1986.

1254-86 Reorganization of the Management and Children's Services Divisions, Department of Social Services. (Calendar Item No. 11)

Action: Over to a Special Meeting of December 8, 1986.

1260-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
224-86/87	Public Health	Asian American Recovery Services, Inc.
225-86/87	Public Health	St. Francis Memorial Hospital



CLASSIFICATION MATTERS (cont.)

1260-86  
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
226-86/87	Public Health	Northern California Ambulatory Health Services (Children's Hospital, SF)
227-86/87	Public Health	Pacific Presbyterian Medical Center
228-86/87	Public Health	Catholic Social Service of San Francisco
229-86/87	Public Health	TRAV Corps.
230-86/87	Public Health	Ercilla Santos
231-86/87	Airport	Crain & Associates
232-86/87	Port	Steam on Wheels
233-86/87	Public Library	Friends of the S.F. Public Library
234-86/87	Public Library	Jan VanSchuyver
235-86/87	Public Library	Gay Ducey
236-86/87	Public Utilities Commission	Energy Management Services
237-86/87	Public Utilities Commission	Environmental Internship Program/California
238-86/87	Public Works	Geotechnical Consultants, Inc.
239-86/87	Public Works	Dr. David Jenkins
240-86/87	Public Works	Jim Buker
241-86/87	Public Works	Smith-Emery Company
242-86/87	Public Works	Dr. Russell Flegal
243-86/87	Public Works	Caltrans District 4
244-86/87	Public Works	Caltrans District 4
245-86/87	Public Works	Caltrans District 4
246-86/87	Public Works	Caltrans District 4
247-86/87	Public Works	Caltrans District 4
248-86/87	Public Works	Caltrans District 4
249-86/87	Public Works	Caltrans District 4
250-86/87	Public Works	Caltrans District 4
251-86/87	Public Utilities Commission	Wallace G. McQuat, Inc.
252-86/87	Public Utilities Commission	Environmental Internship Program/California
253-86/87	Port	Ripley Associates
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	



#### EXAMINATION MATTERS

3577-86 Appeal of rejection for Class Q-2 Police Officer by Desiree T. Garrick. (Calendar Item No. 16)

August 4, 1986: Over to the meeting of August 18, 1986 at the request of the San Francisco Police Department.

August 18, 1986: Over to the meeting of September 2, 1986 at Ms. Garrick's request.

September 2, 1986: Over to the meeting of September 15, 1986 at the request of San Francisco Police Department.

September 15, 1986: Over to the meeting of October 6, 1986 at the request of the San Francisco Police Department and Ms. Garrick.

October 6, 1986: Over to the meeting of November 3, 1986 at the joint request of Ms. Garrick and San Francisco Police Department.

November 3, 1986: Off calendar. Ms. Garrick to notify the Assistant Secretary when prepared to proceed.

Action: Grant appeal; find Desiree Garrick qualified as to background in this examination for Class Q-2 Police Officer.

3591-86 Appeal of rejection for Class 8304 Deputy Sheriff by Carlos J. Machado. (Calendar Item No. 15)

August 18, 1986: 1. Over to the meeting of September 2, 1986 at the request of Mr. Machado's attorney.

2. The Sheriff to provide a copy of the polygraph examination results to the Commission by August 25, 1986. Copy of this record to be provided to Mr. Machado.

September 2, 1986: Over to the meeting of October 6, 1986 at the request of the Sheriff.

October 6, 1986: Over to the meeting of November 3, 1986 at the request of Mr. Machado's attorney.

November 3, 1986: Over to the meeting of December 1, 1986 at the request of Mr. Machado's attorney.

Action: Deny appeal; sustain the disqualification of Carlos J. Machado by the Sheriff.

#### IN-SERVICE MATTERS

4861-86 Reconsideration of Civil Service Commission action of October 20, 1986 (Commissioners Gloyd, Munson and Powell): Request from Juvenile Court for exception to the order of lay-off in Class 8440 Probation Officer. (Calendar Item No. 17)

October 20, 1986: Approve request; allow exception to the order of lay-off in Class 8440 Probation Officer as detailed in the staff report.

Action: Over to the meeting of December 15, 1986.



IN-SERVICE MATTERS (cont.)

4990-86 Appeal from Rafael Cabrera of the decision of the General Manager, Personnel to deny his request for change of seniority date in Class 9163 Transit Operator, Public Utilities Commission. (Calendar Item No. 18)

Action: Deny appeal; sustain the decision of the General Manager, Personnel.

4998-86 Resolution of Commendation for Reuben H. Zumwalt, M.D., former Civil Service Commission Medical Examiner. (Calendar Item No. 4)

Action: Adopt.





CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - DECEMBER 1, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Reconsideration of Civil Service Commission action of November 3, 1986 (Commissioners Gloyd, Munson and Powell):  
Jesse O. Beeson, Q-2 Police Officer, 26/E-99, San Francisco Police Department, Communications Division, 9/4/86. (Calendar Item No. 21) (4)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of the San Francisco Police Department.

November 3, 1986: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Action: Over to the meeting of December 15, 1986 at the request of Mr. Beeson's attorney.

Reginald Bridges, 2110 Medical Records Clerk, 6/E-1, Department of Public Health, San Francisco General Hospital Medical Center, 11/15/86. (Calendar Item No. 30) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Erik Fowler, 2302 Orderly, 37/E-318, Department of Public Health, Laguna Honda Hospital, 11/10/86. (Calendar Item No. 25) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.



Vernelle Gomez, 8214 Parking Control Officer, 162/E-15, Airports Commission, Police Division, 10/1/86. (Calendar Item No. 22) (4)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of Ms. Gomez's attorney.

November 3, 1986: Over to the meeting of December 1, 1986 at Ms. Gomez's request.

Action: Over to the meeting of January 5, 1987 at Ms. Gomez's request.

Martin J. Grainger, Q-2 Police Officer, 502/E-98, San Francisco Police Department, Field Training Division, 11/5/86. (Calendar Item No. 23) (4)

Action: Off calendar at the request of Civil Service Commission Equal Employment Opportunity Unit.

Sandra Michael, 7355 Truck Driver, 74/E-2, Department of Public Works, Street Cleaning, 10/31/86. (Calendar Item No. 31) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. No future employment in any capacity involving the operation of a motor vehicle.

William R. Moore, 9163 Transit Operator, 72/E-103, Public Utilities Commission, San Francisco Municipal Railway, 8/14/86. (Calendar Item No. 27) (7)

September 2, 1986: Over to the meeting of October 20, 1986.

October 20, 1986: Over to the meeting of November 17, 1986 at the request of Mr. Moore's attorney.

November 17, 1986: Over to the meeting of December 1, 1986 at the request of Mr. Moore's attorney.

Action: Over to the meeting of January 5, 1987 at the request of Mr. Moore's attorney.

Rafael Otero, 7410 Automotive Service Worker, 120/E-7, Public Utilities Commission, San Francisco Municipal Railway, 11/13/86. (Calendar Item No. 28) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service and presentation of evidence of satisfactory participation in a recognized drug rehabilitation program.

Rolando J. Parrales, 8238 Police Communications Dispatcher, 10/E-3, San Francisco Police Department, Communications Division, 11/17/86. (Calendar Item No. 24) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service.



Carlton B. Taylor, 9163 Transit Operator, 178/E-118, Public Utilities Commission, San Francisco Municipal Railway, 9/22/86. (Calendar Item No. 26) (2)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of Mr. Taylor's representative.

November 3, 1986: Over to the meeting of December 1, 1986 at Mr. Taylor's request.

Action: No restriction on future employment.

Barry Thornton, 9163 Transit Operator, 231/E-113, Public Utilities Commission, San Francisco Municipal Railway, 11/5/86. (Calendar Item No. 29) (7)

Action: No restriction on future employment.

Daryl W. Trujillo, 8204 Institutional Police Officer, 40.5/E-7, Department of Public Health, San Francisco General Hospital Medical Center, 12/20/85. (Calendar Item No. 20)

February 3, 1986: Off calendar at the request of Civil Service Commission Equal Employment Opportunity staff.

November 17, 1986: Over to the meeting of December 1, 1986 at the request of Local 790.

Action: Return name to list. (Vote of 3 to 1: Commissioner Powell dissents).



EXAMINATION MATTER

3599-86 Appeal of rejection for Class 8482 Crime Prevention Worker by Karen M. Kelly. (Calendar Item No. 12)

October 6, 1986: Over to the meeting of November 3, 1986 due to split vote (2 to 2).

November 3, 1986: Over to the meeting of November 17, 1986 at the request of the San Francisco Police Department.

Action: Over to the meeting of December 15, 1986.

IN-SERVICE MATTER

4893-86 Appeal from Armando Martinez of the decision of the General Manager, Personnel to restrict future employability. (Calendar Item No. 8)

October 20, 1986: Over to the meeting of November 17, 1986 at the request of Local 250 and the Department of Public Health.

Action: Off calendar at the request of the Department of Public Health.

Commissioners' New Business. (Calendar Item No. 10)

Resolution of Commendation for Donald E. Molinari, Technical Services Administrator, Civil Service Commission, upon his retirement after thirty-seven (37) years of service.

Action: Adopt.







Carlota Texidor del Portillo  
A. Lee Munson  
Howard S. Gloyd  
Louis Hop Lee  
Genevieve Powell

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

John J. Walsh  
Albert C. Walker

General Manager, Personnel  
Assistant Secretary

# MINUTES

## SPECIAL MEETING

DECEMBER 8, 1986

ROOM 52-A (BASEMENT) CITY HALL

Present: Commissioner Gloyd  
Commissioner Lee  
Commissioner Munson  
Commissioner Powell  
Commissioner Texidor del Portillo

Commissioner Texidor del Portillo presided.

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### CLASSIFICATION MATTERS

- 1253-86 Request from the Department of Social Services to utilize a class in the Staff Assistant, Special Project series, for a Special Investigative Assistant. (Calendar Item No. 1)
- December 1, 1986: Over to Special Meeting of December 8, 1986.
- Action: Adopt staff report; approve the use of Class 9748 Staff Assistant VIII, Special Project (\$2204 BW), to employ a Special Assistant in the Department of Social Services for one year.
- 1254-86 Reorganization of the Management and Children's Services Divisions, Department of Social Services. (Calendar Item No. 2)
- December 8, 1986: Over to Special Meeting of December 8, 1986.
- Action:
- A. Adopt staff report except for item 5.
  1. Establish new classification of 2953 Deputy General Manager, Department of Social Services (J,Z Sch. 69.7 \$2737B3327); adopt class specification as detailed in the staff report.
  2. Allocate one new position authorized in the 1986-87 Budget as A780 Deputy General Manager, Department of Social Services (J \$3064B3064) to the new classification.
  3. Amend the specification for Class 2973 Assistant General Manager, Department of Social Services; adopt class specification as detailed in the staff report.



CLASSIFICATION MATTER (cont.)

1254-86  
(cont.)

4. Allocate one new position authorized in the 1986-87 Budget and one new position authorized in a Supplemental Appropriation in Class 2973 Assistant General Manager, Department of Social Services (Sch. 66.9 \$2388B2902) to the requested class.
5. Classify two new positions authorized in a Supplemental Appropriation in Class 2969 Assistant Director, Social Service Programs (Sch. 61.3 \$1818B2209) in the requested class.
6. Classify two new positions authorized in a Supplemental Appropriation in Class 2944 Child Welfare Supervisor (Sch. 54.9 \$1336B1618) in the requested class.
7. Classify fourteen new positions authorized in a Supplemental Appropriation in Class 2940 Child Welfare Worker (Sch. 51.4 \$1131B1368) in the requested class.
8. Amend Annual Salary Ordinance Section 45/00/00/01001 to reflect this action.
9. Advise the Department to submit a Supplemental Appropriation to adjust the budgeted rate for Class 2953 Deputy General Manager, Social Services.
- B. Deny staff report on item 5.
- C. Subject to the availability of funds and the creation of new positions under the GAIN Program, the Department of Social Services agrees to reestablish positions in either or both Class 2948 Child Welfare Worker and Class 2950 Social Service Division Supervisor.





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A. Lee Munson  
Howard S. Gloyd  
Louis Hop Lee  
Genevieve Powell

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

John J. Walsh  
Albert C. Walker

General Manager, Personnel  
Assistant Secretary

# MINUTES

REGULAR MEETING - DECEMBER 15, 1986

PART I - 2:00 P.M.

Present: Commissioner Lee  
Commissioner Munson  
Commissioner Powell  
Commissioner Texidor del Portillo

Excused: Commissioner Gloyd

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of December 1, 1986

Action: Approve.

## ANNOUNCEMENTS

1. The Civil Service Commission met in closed session pursuant to the State of California Government Code Section 54957.6 on Monday, December 8, 1986 at the conclusion of the Commission's Special Meeting of that date in Room 154 City Hall with its Chief Labor Negotiator to discuss the status of negotiations and to give instructions. Commissioners Lee, Munson, and Powell were present. No formal action was taken.
2. The Civil Service Commission also met in closed session pursuant to the State of California Government Code Section 54957.6 on Monday, December 15, 1986 at 1:30 P.M. to instruct its representative in discussions with employee organizations. Commissioners Lee, Powell and Texidor del Portillo. No formal action was taken.

## CLASSIFICATION MATTERS

1236-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 6)

November 17, 1986: Contract number 210-86/87 off calendar.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
210-86/87	Civil Service Commission	Milliman & Robertson Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.



CLASSIFICATION MATTERS (cont.)

1273-86 Amendment of the specification for Class 1816 Actuary, Employees Retirement System. (Calendar Item No. 8)

Action: Adopt staff report. Amend the class specification for Class 1816 Actuary, Employees Retirement System; amend class specification as detailed in the staff report.

1274-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
254-86/87	Airport	The Parry Company
255-86/87	Arts Commission	Judy Hiramoto
256-86/87	CAO	Ara Minasian
257-86/87	Civil Service Commission	S.F. Community College
258-86/87	Controller	ADIA Personnel Services
259-86/87	Controller	Ralph Jacobson
260-86/87	Port	A.L. Robles
261-86/87	Port	Carlos A. Massera
262-86/87	Port	Triumph Marketing
263-86/87	Public Health	Protocol Systems, Inc.
264-86/87	Public Health	Terryl Kistler
265-86/87	Public Health	Lewin-Lincourt & Associates
266-86/87	Public Utilities Commission	San Francisco Conservation Corps.
267-86/87	Public Works	Gensler Associates
268-86/87	Social Services	S.F. Housing Authority
269-86/87	Public Utilities Commission	Dr. Robert Hicks
270-86/87	Public Utilities Commission	Dennis L. Barr & Associates

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1276-86 Amendment of the specification for Class 1666 Finance Director, Department of Public Health. (Calendar Item No. 9)

Action: Adopt staff report. Amend the class specification for Class 1666 Finance Director, Department of Public Health; amend class specification as detailed in the staff report.





CLASSIFICATION MATTERS (cont.)

1278-86 Classification of positions in various City departments.  
(Calendar Item No. 5)

<u>Department</u>	<u>No. Post.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Defender	1	8173 Legal Assistant (Sch. 50.4 \$1078B1304)	1807 Management Information Systems Technician II (Sch. 42.2 \$731B882)
Public Works	1	5274 Landscape Architect (Sch. 54.8 \$1329B1611)	Same

Action: Adopt staff report.

COMPENSATION MATTERS

2296-86 Policy for implementation of Charter Section 8.407-1, Compensation  
Adjustments. (Calendar Item No. 14)

Action: Over to the meeting of January 5, 1987 at the request of  
staff.

2297-86 Request for appointment above the entrance rate for various  
employees. (Calendar Item No. 7)

<u>Name and Class</u>	<u>Step Department</u>	<u>Step Requested</u>	<u>Recommended</u>
Olivia Ocegueda 2708 Custodian	Airport	3	3
Ann Branston 1180 Executive Assistant to CAO	CAO	5	5
Kim Reilly 8183 Assistant Chief Attorney II	City Attorney	4	4
Bruno De La Vega 1652 Senior Accountant	Controller	4	4
Randall Knox 8176 Trial Attorney	District Attorney	4	4
Anthony Sousa 8176 Trial Attorney	District Attorney	2	2
Judy Spinella 2145 Hospital Associate Administrator	Public Health	5	5
Alberto Lopez 2230 Physician Specialist	Public Health	5	5
James Shepard 2320 Registered Nurse	Public Health	3	3
Judson Ziebell 1844 Senior Management Assistant	Public Utilities Commission	3	3



### COMPENSATION MATTERS

2297-86  
(cont.)

<u>Name and Class</u>	<u>Step Department</u>	<u>Step Requested</u>	<u>Recommended</u>
Yvonne Barnes 1444 Secretary I	Public Works	5	5
Oliana Sadler 1872 Programmer Analyst	Controller	4	4

Action: Adopt staff report.

### EXAMINATION MATTERS

3193-86 Appeal of staff's denial of protest of below passing score in the examination for Class 2322 Head Nurse, Forensic Services, Jail Medical Services. (Calendar Item No. 19)

Action: Over to the meeting of January 5, 1987 at the request of the Teamsters Union.

3272-86 Appeal of staff's denial of protest of the minimum qualifications for Class 2730 School Custodial Services Supervisor I. (Calendar Item No. 18)

Action: Adopt staff report; deny protest of Severin V. Rizzo.

3278-86 Reconsideration of staff action on rating key for Class H-50 Assistant Chief, San Francisco Fire Department, written examination. (Calendar Item No. 20)

Action: Eliminate items 70, 117, and 124; adopt the balance of the key for this examination.

3599-86 Appeal of rejection for Class 8482 Crime Prevention Worker by Karen M. Kelly. (Calendar Item No. 15)

October 6, 1986: Over to the meeting of November 3, 1986 due to split vote (2 to 2).

November 3, 1986: Over to the meeting of November 17, 1986 at the request of the San Francisco Police Department.

November 17, 1986: Over to the meeting of December 15, 1986.

Action: Sustain the disqualification of Karen M. Kelly by the Chief of Police.

3621-86 Appeal of rejection for Class 1934 Storekeeper by Romeo J. Villanueva. (Calendar Item No. 16)

Action: Sustain the disqualification of Romeo J. Villanueva by the Chief of Police.



EXAMINATION MATTERS (cont.)

3622-86 Appeal of rejection for Class Q-2 Police Officer by Jerome A. Defilippo, Jr. (Calendar Item No. 17)

Action: Over to the meeting of January 5, 1987 at the request of Mr. Defilippo's attorney.

IN-SERVICE MATTERS

4861-86 Reconsideration of Civil Service Commission action of October 20, 1986 (Commissioners Gloyd, Munson and Powell):  
Request from Juvenile Court for exception to the order of lay-off in Class 8440 Probation Officer. (Calendar Item No. 10)

October 20, 1986: Approve request; allow exception to the order of lay-off in Class 8440 Probation Officer as detailed in the staff report.

December 1, 1986: Over to the meeting of December 15, 1986.

Action: 1. Rescind action of October 20, 1986.  
2. Off calendar at the request of Juvenile Court.

6040-86 Civil Service Commission Budget Request for Fiscal Year 1987-88. (Calendar Item No. 13)

Action: Approve; forward to the Office of the Mayor. The Commission stipulated that any proposed reductions from the 100% budget shall be submitted for its review prior to any staff action. The Commission requested that in the future the format of the staff report on the budget request be simplified to facilitate its review.

6041-86 Resolution of Commendation for Raymond L. Bozzini, Agricultural Commissioner and Sealer of Weights and Measures, upon his retirement after thirty-nine (39) years of service. (Calendar Item No. 3A))

Action: Adopt.

6047-86 Request for approval to transfer certain Civil Service Commission documents to the custody of the San Francisco Law Library. (Calendar Item No. 9A)

Action: Approve.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - DECEMBER 15, 1986

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Bernard Adams, 2604 Food Service Worker, 27/E-8, Department of Public Health, Laguna Honda Hospital, 11/20/86. (Calendar Item No. 23) (4)

Action: Over to the meeting of January 5, 1987 at the request of Local 250.

Reconsideration of Civil Service Commission action of November 3, 1986 (Commissioners Gloyd, Munson and Powell):  
Jesse O. Beeson, Q-2 Police Officer, 26/E-99, San Francisco Police Department, Communications Division, 9/4/86. (Calendar Item No. 22) (4)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of the San Francisco Police Department.

November 3, 1986: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

December 1, 1986: Over to the meeting of December 15, 1986 at the request of Mr. Beeson's attorney.

- Action:
1. Rescind action of November 3, 1986.
  2. Off calendar. To be recalendared at the second meeting of May 1987 or earlier if Mr. Beeson is prepared to proceed.
  3. Pending final action of the Commission, allow employment with the City and County of San Francisco except for the San Francisco Police Department.

Ada Dison, 2305 Psychiatric Technician, 18/CPE-10, Department of Public Health, Community Substance Abuse Services, 11/19/86. (Calendar Item No. 28) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two (2) years' work experience outside the City and County service. Not to be employed again by the Department of Public Health.





Steven Hom, 1853 Control Clerk, EDP, 43/E-0004, District Attorney, Family Support Bureau, 11/14/86. (Calendar Item No. 25) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the District Attorney's Office.

Haruki R. Masters, Q-2 Police Officer, 497/E-98, San Francisco Police Department, Potrero Station, 11/17/86. (Calendar Item No. 27) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Johnny R. Stake, 2908 Hospital Eligibility Worker, 4/CPE-1, Department of Public Health, Laguna Honda Hospital, 11/14/86. (Calendar Item No. 29) (7)

Action: No future employment with the City and County of San Francisco.

Roberta Stewart, 1444 Secretary I, 6/E-260, Department of Public Health, Laguna Honda Hospital, 11/24/86. (Calendar Item No. 30) (7)

Action: No future employment with the City and County of San Francisco.

Margie Victor, 2312 Licensed Vocational Nurse, 48/E-18, Department of Public Health, San Francisco General Hospital Medical Center, 9/28/86. (Calendar Item No. 26) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Irene Yika, 2302 Orderly, 25/E-318, Department of Public Health, Laguna Honda Hospital, 11/21/86. (Calendar Item No. 24) (4)

Action: Over to the meeting of January 5, 1987 at Ms. Yika's request.

#### A D J O U R N M E N T









